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# Final Report

## PURPOSE

This document describes the actions related to the Final Report procedure under the Regulation (EU) 2021/691, Article 20(1), which stipulates that the Member State should present a Final Report on the execution of the financial contribution from the EGF no later than at the end of the seventh month after the expiry of the period of use of the contribution. The period of use starts on the date declared by the Member State in its application or on the date of the decision of the Budgetary Authority (whichever occurs earlier) and ends 24 months from the date of the Decision. The Final Report should be submitted along with a statement justifying the expenditure.

## REGULATIONS

More details regarding the regulation of the Final Report can be found in the [About SFC2021](#) section of the portal.

## ROLES

Roles involved in the Final Report are:

|                                |  |
|--------------------------------|--|
| MS Managing Authority (MSMA)   | Record the Final Report<br>Upload Final Report Documents<br>Consult the Final Report<br>Delete the Final Report<br>Sign Statement justifying expenditure<br>Sign the Final Report<br>Validate the Final Report<br>Prepare the Final Report for send to EC<br>Send the Final Report<br>Return the Final Report by MS for modification<br>Create new version of a Final Report |
| MS Certifying Authority (MSCA) | Record the Final Report<br>Upload Final Report Documents<br>Consult the Final Report<br>Sign Statement justifying expenditure  |

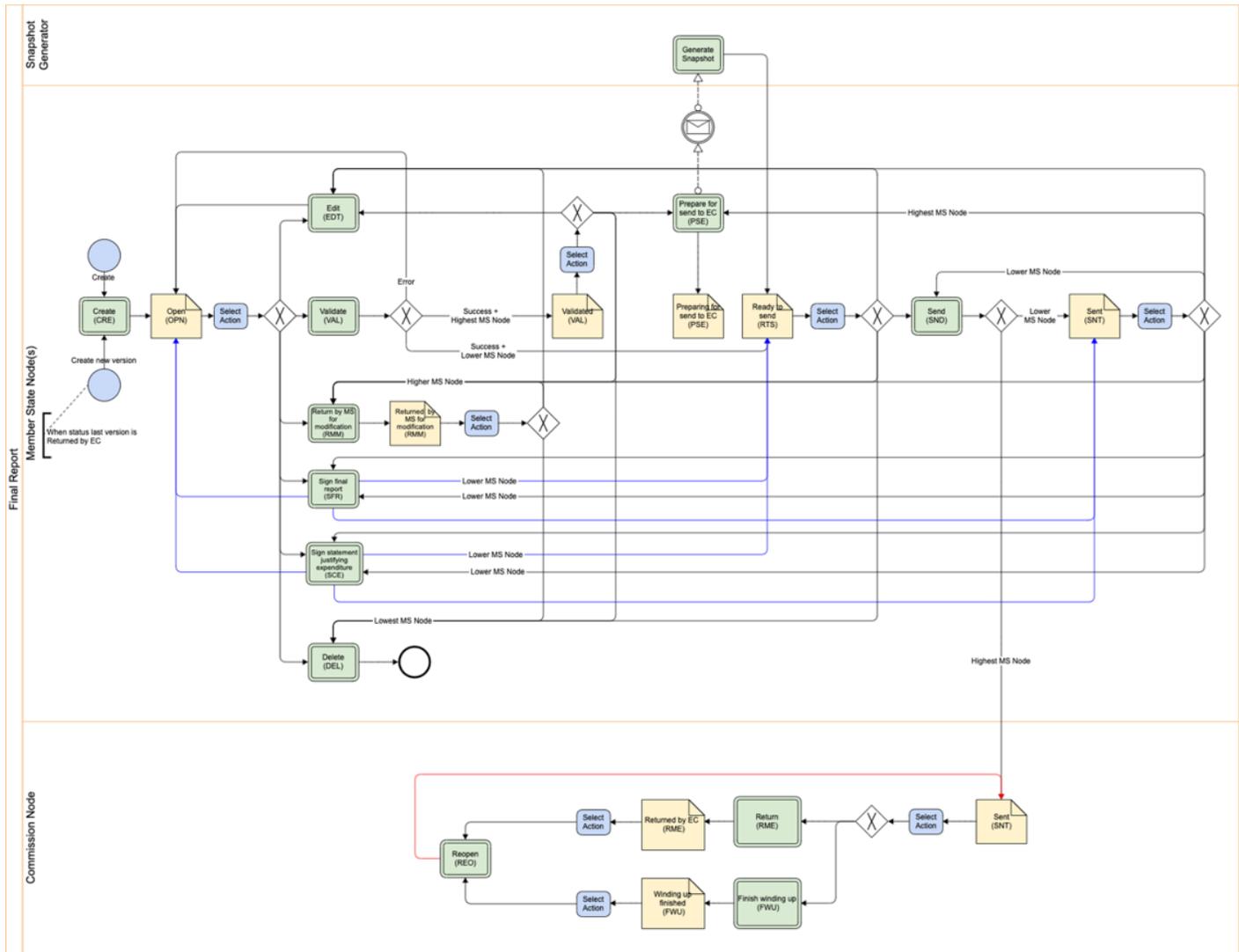
## FUNDS

EGF

## Workflow

This section shows the lifecycle to create and manage the Final Report.

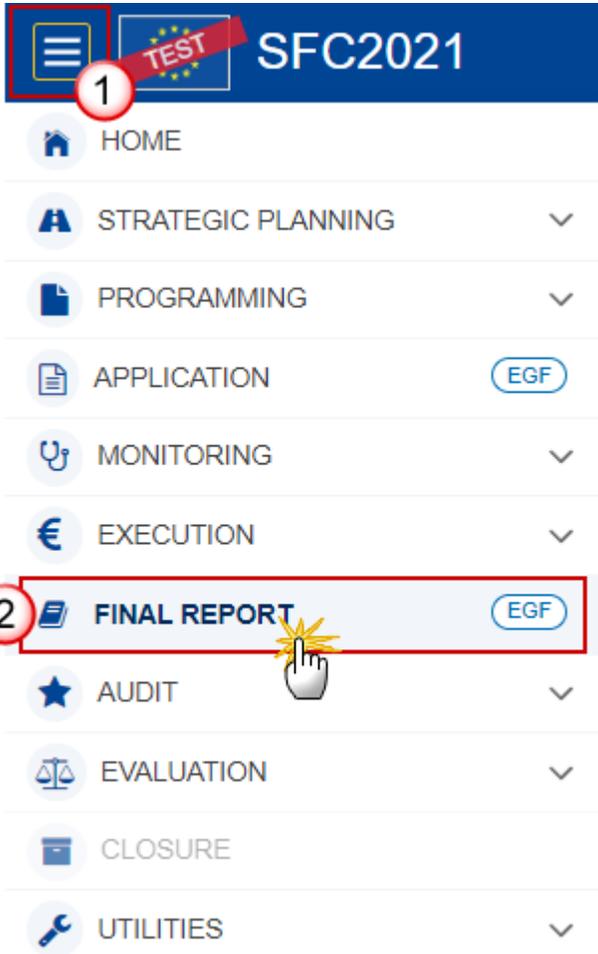
Click [here](#) to see the Final Report workflow diagram in high resolution.



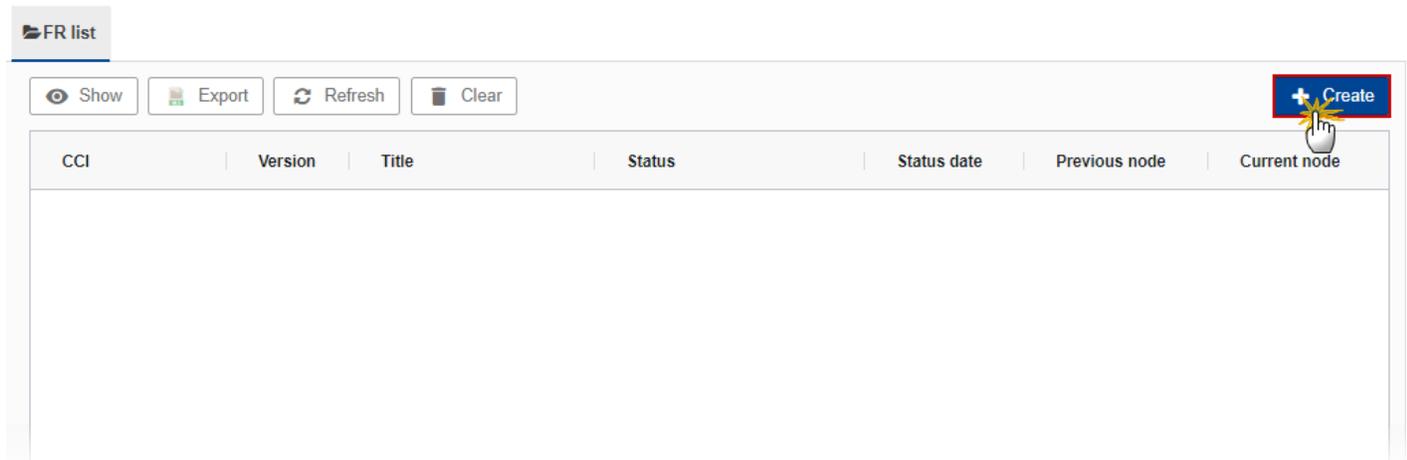
## Create the Final Report

|               |  |
|---------------|--|
| <b>REMARK</b> | <p>The User is an identified User and has the Role of <b>MS Managing Authority</b> with Update rights (<b>MSMAu</b>) for the <b>EGF</b> Fund.</p> <p>When creating a new Final Report, it doesn't exist yet.</p> <p>The EGF Application is adopted and managed on the User's Node.</p> |
|---------------|--|

1. To access the Final Report select the **FINAL REPORT (EGF)** menu:



2. In the search screen click on the **CREATE** button to create a new Final Report:



You are redirected to the Final Report Creation Wizard:

**CREATE FINAL REPORT**

CCI \*

Please select a value from the list

Cancel Create

3. Enter or select the following information:

**(1)** Select the *CCI* number.

The CCI list contains all adopted EGF Applications managed at the User’s Node and for which the User has read permission. The list returns the CCI and the Title.

**(2)** Click on **CREATE**.

The status of the Final Report is **OPEN**.

|               |  |
|---------------|--|
| <b>REMARK</b> | <p>On Create, the initial Final Report structure is created, and a Table of Content (ToC)/Navigation Tree is presented, so the User can continue to populate the structured data of the Final Report.</p> <p>The Final Report is linked to the last adopted version of the EGF Application.</p> <p>The records of the following Tables will automatically be created from the equivalent tables in the linked EGF Application Version: Table in Section 2.1.1 from G.1.1, Table in Section 2.2.1 from G.2.1 and Table in Section 3.1 from E.1, Authority information from Section A.2.</p> <p>The Source language is copied from the linked EGF Application version.</p> |
|---------------|--|

## Record/Edit the Final Report

|               |   |
|---------------|---|
| <b>REMARK</b> | <p>The User is an identified User and has the role of <b>MS Managing Authority</b> or <b>MS Certifying Authority</b> with Update rights (<b>MSMAu</b> or <b>MSCAu</b>).</p> <p>When editing a version of a Final Report, its status is <b>OPEN, VALIDATED, READY TO SEND, SENT</b> or <b>RETURNED BY MS FOR MODIFICATION</b> at the level of the Member State and currently resides on the User's Node.</p> <p>When modifying one of the items of the Final Report, the signature of the signer and the signing date for the Final Report will be removed and a new sign action by the Management Authority on the Final Report will have to be performed before sending to the Commission is allowed.</p> <p>When modifying section 2.1.1 or 2.2.1 of the Final Report, the signature of the signers and the signing dates for the Final Report and for the Statement justifying expenditure will be removed and a new sign action by the Management Authority on the Final Report and one by the Certifying Authority or the Management Authority on the Statement justifying expenditure will have to be performed before sending to the Commission is allowed.</p> <p>When modifying one of the items of the Statement justifying expenditure, the signature of the signer and the signing date for the Statement justifying expenditure will be removed and a new sign action by the Certifying Authority or the Management Authority on the Statement justifying expenditure will have to be performed before sending to the Commission is allowed.</p> |
|---------------|---|

## General

### *Version information*

|             |   |
|-------------|---|
| <b>NOTE</b> | <p>The <b>Version Information</b> contains information on the identification and status of the Final Report Version like the CCI, the Title, the Version Number, the Work Version Number, the Status, the Node where it currently resides, the linked adopted Application Version and its Commission Decision and the EGF Number.</p> <p>The Authority information is automatically populated with the information of Section A.2 of the linked EGF Application Version but can be updated.</p> <p><i>Authority submitting the report and Address of authority</i> are mandatory.</p> |
|-------------|---|

1. Click on the **EDIT** button to enter or modify the information if needed:

The screenshot shows a web application interface with a sidebar on the left and a main content area on the right. The sidebar is titled 'Table of Contents' and contains a search bar with the text 'Type to filter TOC'. Below the search bar, there are two sections: 'General' and 'Final report'. Under 'General', there are links for 'Version information', 'Officials in charge', 'History', 'Documents', and 'Observations'. Under 'Final report', there are links for 'Statement justifying expenditure' and 'Final report'. The main content area is titled 'GENERAL' and 'Version information'. It contains a table with the following data:

| CCI             | Version | Last modified     | Current node |
|-----------------|---------|-------------------|--------------|
| 2021IT05EGFA001 | 1.0     | 16/04/2024, 16:51 | Italy        |

Below the table, there are several form fields:

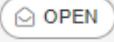
- Title: **EGF/2021/002/ IT Air Italy**
- Commission decision number: **C(2021)7602**
- Commission decision date: **28/10/2021**
- Name of the Member State: **Italy**

An 'Edit' button is located in the top right corner of the main content area, highlighted with a red box and a mouse cursor. An 'OPEN' button is also visible next to the 'Current node' field in the table.

The Edit details pop-up window appears:

GENERAL

## Version information

| CCI             | Version | Last modified     | Current node |  |
|-----------------|---------|-------------------|--------------|---|
| 2021IT05EGFA001 | 1.0     | 16/04/2024, 16:51 | Italy        |   |

Title  
**EGF/2021/002/ IT Air Italy**

Commission decision number  
C(2021)7602 

Commission decision date  
**28/10/2021**

Name of the Member State  
**Italy**

Authority submitting this report \* 1 Address of authority \* 2

Divisione IV ANPAL – Autorità di Gestione del FEG 1 Via Fornovo 8 – 00192 Roma 2

Source language  
**it. Italian**

Comments 3

Cancel Save  4

2. Enter or modify the following information if needed:

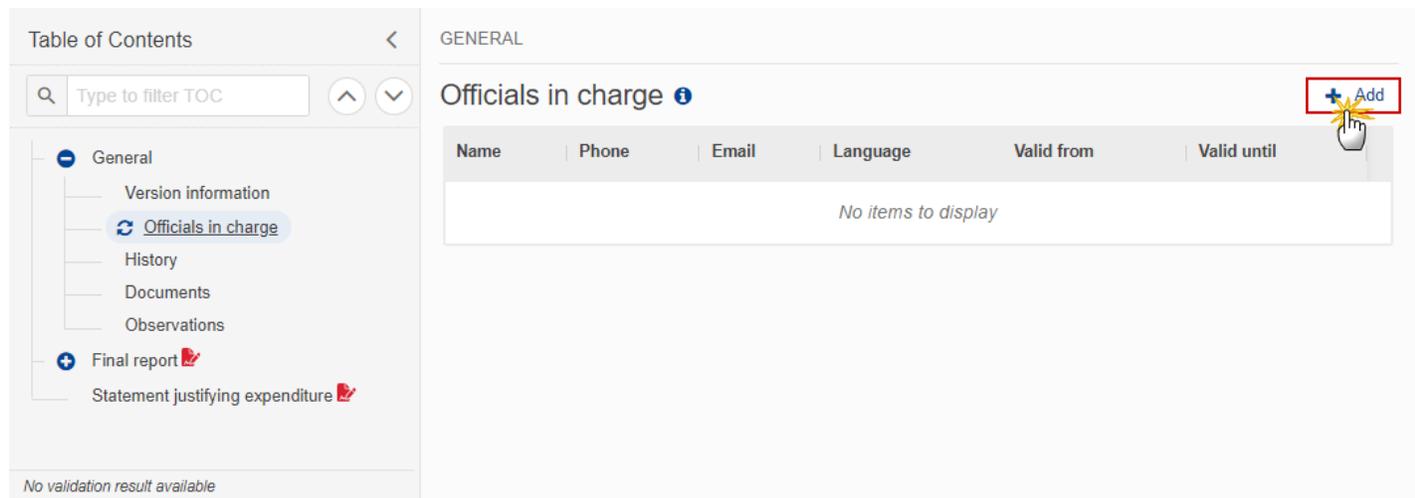
- (1)** Authority submitting this report.
- (2)** Address of authority.
- (3)** Comments.
- (4)** Click on **SAVE** to save the information.

## Officials in Charge

|             |   |
|-------------|---|
| <b>NOTE</b> | Officials in Charge can be updated at any time, independent from the status of the Final Report.<br>Commission Officials (email domain "ec.europa.eu") can only be created/updated/deleted by Commission Users. |
|-------------|---|

- Click on the **ADD** button  to add a new official in charge.
- Clicking on the **EDIT** icon  of a row will allow you to modify the information of this official.
- Clicking on the **DELETE** icon  of a row will allow you to delete the official in charge selected.

1. Click on the **ADD** button to add a new Official in Charge:



The screenshot shows a web interface for managing 'Officials in charge'. On the left is a 'Table of Contents' sidebar with a search bar and a list of sections: 'General' (expanded), 'Version information', 'Officials in charge' (selected), 'History', 'Documents', 'Observations', 'Final report', and 'Statement justifying expenditure'. The main area is titled 'GENERAL' and 'Officials in charge'. It features a table with columns: 'Name', 'Phone', 'Email', 'Language', 'Valid from', and 'Valid until'. The table is currently empty, displaying 'No items to display'. A '+ Add' button is located in the top right corner of the table area, highlighted with a red box and a mouse cursor.

The Edit details pop-up window appears:

GENERAL

Officials in charge ⓘ

Name \*

1

Email \*

2

Phone

3

Language

4

Valid from



Valid until



5

Cancel

Save

6

2. Enter the following information:

(1) Enter the *Name*.

(2) Enter the *Email*.

The format of the Email address will be validated by the system and should be unique.

(3) Enter the *Phone* number.

(4) Select the *Language*.

(5) Enter the *Valid from* and *Valid until* dates.

The *Valid until* date should be greater than the *Valid from* date.

(6) Click on **SAVE** to save the information.

## History

This section shows all the actions that have been taken on the Final Report since it was created, for example:

## Documents

|             |  |
|-------------|--|
| <b>NOTE</b> | The <b>Documents</b> list shows all documents uploaded against this version of the Final Report by Member State and by Commission. Member State Users see all their own Documents and the sent Commission Documents. Commission Users see all their own Documents, unsent Integral Member State Documents and sent Member State Documents. |
|-------------|--|

The following documents are foreseen:

| Description                 | Internal Code | Non-Integral (1) | Integral (2) | System (3) | Required (4) |
|-----------------------------|---------------|------------------|--------------|------------|--------------|
| Final report Annex          | FR.ANN        |                  | X            |            |              |
| Other Member State Document | FR.OM         | X                |              |            |              |

|   |           |   |   |   |   |
|---|-----------|---|---|---|---|
| Copy of the invitation to participate in the Beneficiary Survey | FR.CBS    |   | X |   | X |
| Copy of the reminder to participate in the Beneficiary Survey   | FR.CBSR   |   | X |   | X |
| Snapshot of data before send                                    | SNP.FRSNT |   | X | X | X |
| Opinion by audit body (5)                                       | FR.OPI    |   | X |   |   |
| Opinion by audit body (6)                                       | FR.OPIN   | X |   |   |   |

(1) Document can be sent at any time

(2) Document will be automatically sent when the Object is sent

(3) Document automatically created by the system

(4) Document required in the system before a next action can be executed

(5) Can only be created when the Final Report version is in status **OPEN** or **VALIDATED**

(6) Can only be created when the Final Report is already sent to the Commission

## Uploading & Sending Documents

Multiple documents can be uploaded in the Final Report.

- Clicking on the **ADD** button  will open a pop-up window allowing you to add a new document type with attachments.
- Selecting a document row and clicking on the **VIEW** icon  will allow you to view the document information.
- Selecting a document row and clicking on the **EDIT** icon  will allow you to modify the document information. If a document of type 'Other Member State Document' must be sent, you can select the edit icon in order to send the document.
- Selecting a document row and clicking on the **DELETE** icon  will allow you to delete the document and all attachments.

|               |  |
|---------------|--|
| <b>REMARK</b> | <p><b>Integral Documents</b> (Official Proposal, etc.) are only sent - together with the encoded data – once the Final Report is sent to the EC.</p> <p><b>Referential/non-integral Documents</b> (ie. 'Other Member State Document') can be sent at any time independently of the status of the Final Report.</p> <p>The 'Other Member State Document' type demands a manual submission (they are NOT sent automatically when the object is sent to the EC).</p> <p><b>A non-integral document is only visible to the Commission when the SENT DATE is visible.</b></p> |
|---------------|--|

1. Click on the **ADD** button to add a new document:

The screenshot shows a web interface with a 'Table of Contents' sidebar on the left and a main content area on the right. The sidebar includes a search bar and a list of menu items: General (expanded), Version information, Officials in charge, History, Documents (selected), Observations, Final report (with a red icon), and Statement justifying expenditure (with a red icon). The main content area is titled 'GENERAL' and contains the heading 'Documents annexed to this final report version'. Below this is a section titled 'DOCUMENTS ANNEXED TO THIS VERSION' with a table header: Title, Document type, Document date, Local reference, Commission reference, Files, Sent date, and Sent by. The table body is empty, displaying 'No items to display'. A red box highlights the '+ Add' button in the top right corner of the document list area.

The Edit document details pop-up window appears:

## Document

Document title \*

Document type \*

Document date \*

Local reference

### ATTACHED FILES

+ Add

| Title | Type | Language | File / Upload | Action |
|-------|------|----------|---------------|--------|
|-------|------|----------|---------------|--------|

2. Enter or select the following information:

(1) Enter a *Document title* for your Document.

(2) Select a *Document type*.

The Document Type list in the edit screen will contain all non-System Integral and non-Integral Document Types from the Document Group.

(3) Enter a *Document date*.

The system automatically fills the field with today's date, but this can be modified.

(4) Enter a *Local reference*.

(5) Click on the **ADD** button to add a new attachment:

- You can add multiple attachments by clicking on the **ADD** button.
- You can remove unwanted attachments by selecting the attachment and clicking on the **REMOVE** button.

The **Attached files** window becomes editable:

**ATTACHED FILES** + Add

| Title  | Type | Language    | File / Upload                | Action |
|--------|------|-------------|------------------------------|--------|
| FR doc | Main | en. English | <b>Browse</b> File uploaded! |        |

3. Enter or select the following information:

(1) Enter a *Title* for your attachment.

(2) Select the *Type* of the document.

It is possible to select from these 4 types: Annex, Cover Letter, Main or Translation.

(3) Select the *Language* of the document.

(4) Click on **BROWSE** to select the file that you want to add as an attachment.

(5) After the attachments are uploaded click on **SAVE**.

|               |  |
|---------------|--|
| <b>REMARK</b> | Integral document types will only display the <b>SAVE</b> button and will be sent when the Final Report is sent to the Commission. Non-integral document types (such as 'Other Member State Documents') will display the <b>SAVE</b> button and a <b>SAVE &amp; SEND</b> button, and must be sent independently of the Final Report. |
|---------------|--|

## Sending an unsent non-integral document

- Once the document and attachment(s) have been uploaded click on the **EDIT** icon in the row containing the unsent document:

Table of Contents <

GENERAL

Documents annexed to this final report version ⓘ

DOCUMENTS ANNEXED TO THIS VERSION + Add

| Title  | Document type               | Document date | Local reference | Commission reference | Files |   |
|--------|-----------------------------|---------------|-----------------|----------------------|-------|---|
| FR doc | Other Member State document | 17/04/2024    |                 |                      | 1     |     |

No validation result available

2. Click on **CONFIRM** to send the document to the Commission. For completing this action, the User will be redirected to the EU Login signature page:

Documents annexed to this final report version ⓘ

### Send document

 You are about to send the following document for signature. For this, you will be redirected to EU Login, where you will be guided through the signature process. After that, you will be redirected back to SFC.

Document title  
**FR doc**

Document type  
**Other Member State document**

Document date  
**17/04/2024**

Cancel **Confirm**

|               |   |
|---------------|---|
| <b>REMARK</b> | The <b>SAVE &amp; SEND</b> button will only be shown for documents which are not integral part of the Object and after at least one attachment was added. |
|---------------|---|

## Deletion of an unsent document

|               |                                       |
|---------------|---------------------------------------|
| <b>REMARK</b> | Only unsent documents can be deleted. |
|---------------|---------------------------------------|

1. In the row of a previously uploaded unsent document click on the **DELETE** icon to delete the document and associated attachments:

Table of Contents <

🔍 Type to filter TOC

- General
  - Version information
  - Officials in charge
  - History
  - Documents
  - Observations
- Final report
  - Statement justifying expenditure

No validation result available

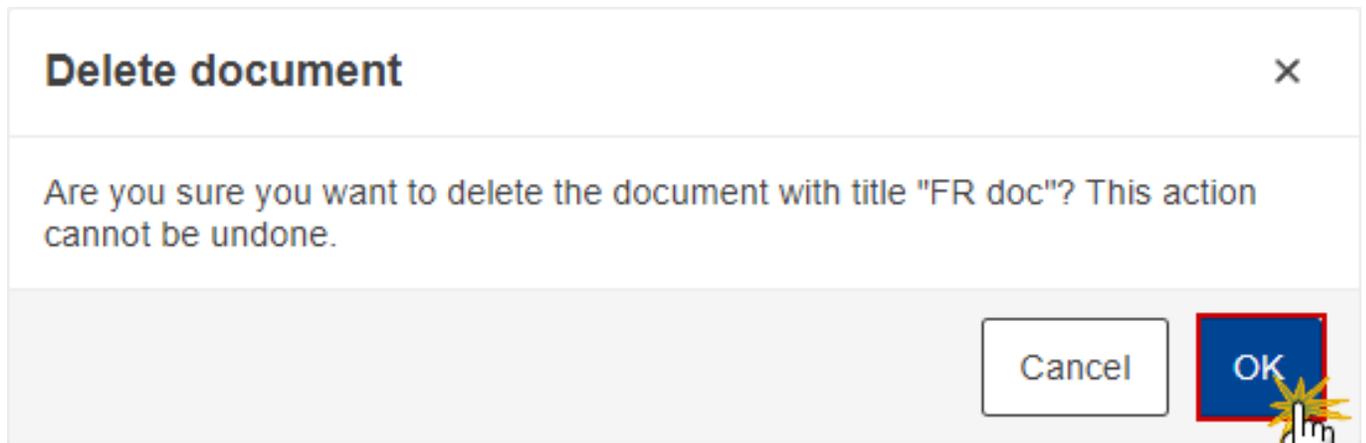
GENERAL

Documents annexed to this final report version ⓘ

**DOCUMENTS ANNEXED TO THIS VERSION** + Add

| Title  | Document type                  | Document date | Local reference | Commission reference | Files |  |
|--------|--------------------------------|---------------|-----------------|----------------------|-------|--|
| FR doc | Other Member<br>State document | 17/04/2024    |                 |                      | 1     |  |

A confirmation window appears:

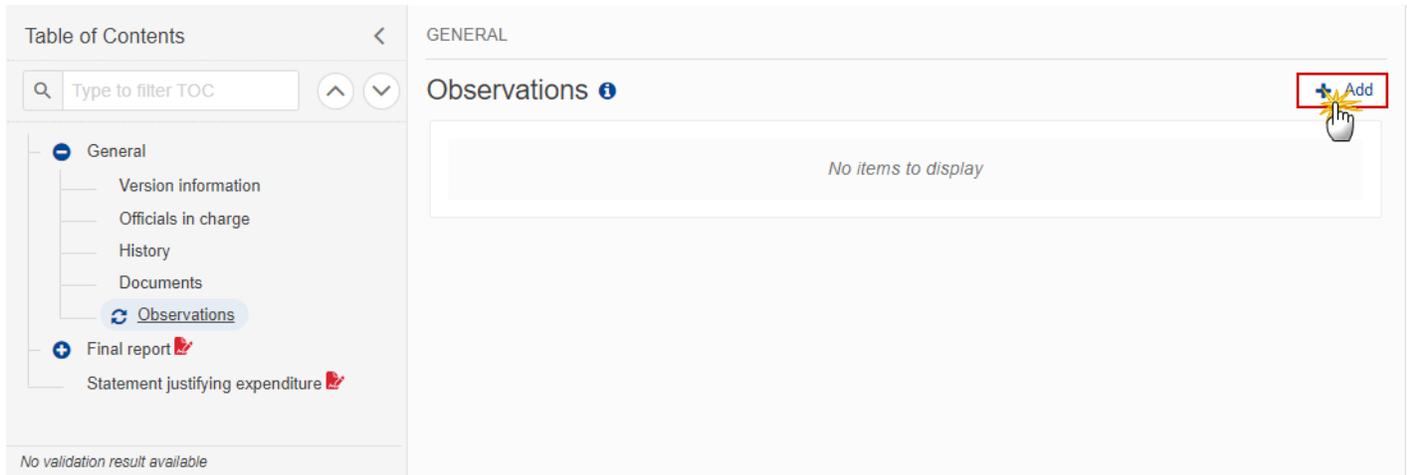


2. Click on **OK** to confirm deletion. Click on **CANCEL** to return to the document section.

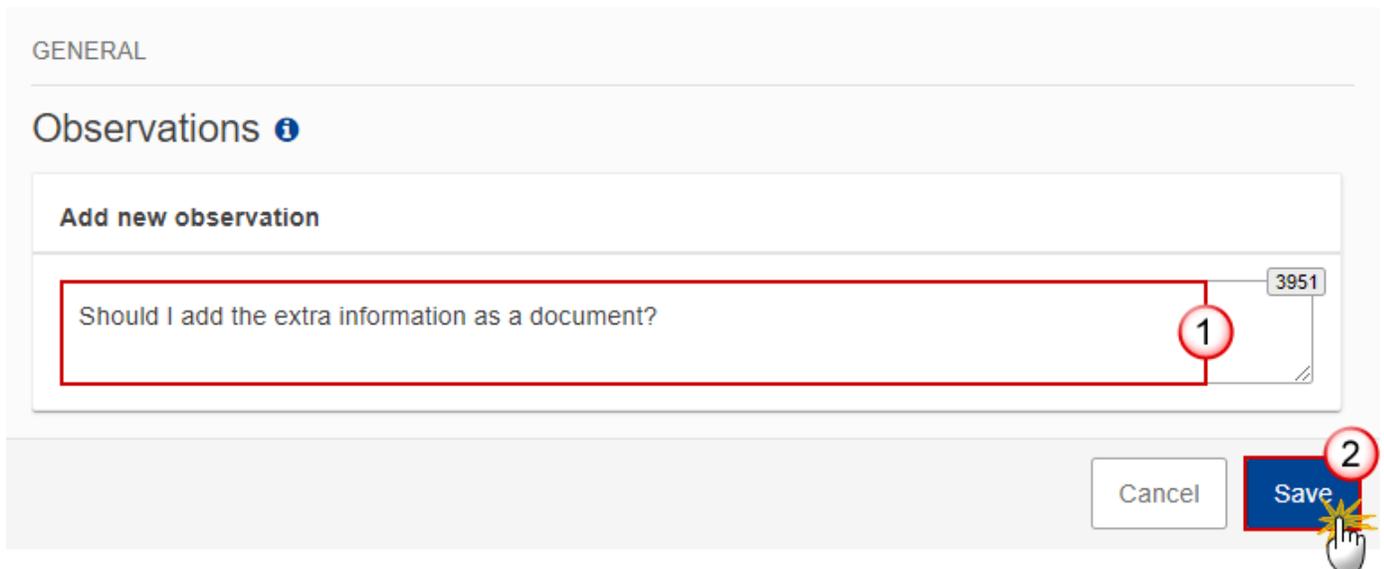
## ***Observations***

|             |  |
|-------------|--|
| <b>NOTE</b> | <p>This section is used to provide any relevant information to the Final Report . It can be used as a type of 'chat' between the Member State and Commission.</p> <p>All Users who have Read permission on the Final Report will be able to read all observations in the conversation.</p> <p>All Users who have Update permission on the Final Report will be able to send an observation and participate in the conversation.</p> <p>All observations are kept against the specific version of the Final Report .</p> <p>The observation is added below the Observations box and includes the username, the date and time of the post.</p> |
|-------------|--|

1. Click on the **ADD** button to add an observation:



The Add new observation screen appears:



2. Enter the following:

(1) Enter an observation.

(2) Click on **SAVE** to save the information.

# Final Report

## 2 Implemented actions

### 2.1 Measures (personalised services)

|             |  |
|-------------|--|
| <b>NOTE</b> | <p>This table contains the workers-related columns of table G.1.1 of the linked EGF Application version in addition to columns for the equivalent actual amounts spent and workers assisted and the percentage change between the planned and the actual figures. In case of ineligible amounts in the EGF Application G.1.1, the ineligible amount for each measure should be deducted from the Total cost of targeted workers for that measure.</p> <p>Only columns "Number of workers assisted" and "Total cost" are updateable and are mandatory.</p> <p>Concerning the Total line, we cannot simply add the numbers to obtain the total as the same workers may be involved in more than one measure. Therefore:</p> <ul style="list-style-type: none"><li>• The Total of "Number of workers targeted" = "Total targeted workers" from E in the linked EGF Application version</li><li>• The Total of "Number of workers assisted" = "Total assisted workers" from 3.1 in this Final Report version</li></ul> |
|-------------|--|

1. Click on the **EDIT** button to enter the values in the table:

Table of Contents

FINAL REPORT → 2. Types of actions implemented

### 2.1. Budget of each of the components of the coordinated package of personalised services in support of targeted beneficiaries Edit

#### 2.1.1. BUDGET OF EACH OF THE COMPONENTS OF THE COORDINATED PACKAGE OF PERSONALISED SERVICES

| ID | Measure  | Category of measure   | Number of workers targeted (estimated number) | Cost per worker targeted (estimate in euro) |
|----|--|---|---|---|
| 1  | Pres a in carico e orientamento                                | Job search assistance and case management (incl. general information services, occupational guidance, advisory services, mentoring and outplacement assistance) – Art. 7.2(a) | 611   | 327.33                                      |
| 10 | Contributo per le spese di formazione (viaggi e pernottamenti) | Training allowances – Art. 7.2(b)   | 221   | 669.68                                      |
| 2  | Formazione e riqualificazione professionale                    | Training and retraining – Art. 7.2(a)   | 611   | 2,454.99                                    |
| 3  | Assistenza alla ricerca e servizi di accompagnamento a lavoro  | Job search assistance and case management (incl. general information services, occupational guidance, advisory services, mentoring and outplacement assistance) – Art. 7.2(a) | 569   | 439.37                                      |
| 4  | Voucher formativo  | Training and retraining – Art. 7.2(a)   |   |   |

The Edit details pop-up window appears:

FINAL REPORT → 2. Types of actions implemented

2.1. Budget of each of the components of the coordinated package of personalised services in support of targeted beneficiaries ⓘ

2.1.1. BUDGET OF EACH OF THE COMPONENTS OF THE COORDINATED PACKAGE OF PERSONALISED SERVICES

| ID    | Measure  | Category of measure   | Number of workers targeted (estimated number) | Cost per worker targeted (estimate in euro) | Total cost (EGF & national co-financing) | Number of workers assisted (number) | Cost per worker assisted (euro) | Total cost (EGF & national co-financing) |
|-------|--|---|---|---|--|-------------------------------------|---------------------------------|--|
| 1     | Presenza in carico e orientamento                              | Job search assistance and case management (incl. general information services, occupational guidance, advisory services, mentoring and outplacement assistance) – Art. 7.2(a) | 611   | 327.33                                      | 200,000.00                               |                                     |                                 |  |
| 10    | Contributo per le spese di formazione (viaggi e pernottamenti) | Training allowances – Art. 7.2(b)   | 221   | 669.68                                      | 148,000.00                               |                                     |                                 |  |
| 2     | Formazione e riqualificazione professionale                    | Training and retraining – Art. 7.2(a)   | 611   | 2,454.99                                    | 1,500,000.00                             | 1                                   |                                 | 2  |
| 3     | Assistenza alla ricerca e servizi di accompagnamento a lavoro  | Job search assistance and case management (incl. general information services, occupational guidance, advisory services, mentoring and outplacement assistance) – Art. 7.2(a) | 569   | 439.37                                      | 250,000.00                               |                                     |                                 |  |
| 4     | Voucher formativo specialistico                                | Training and retraining – Art. 7.2(a)   |   |   |  |                                     |                                 |  |
| Total |  |   | 611   | 7,162.03                                    | 4,376,000.00                             | 0                                   |                                 | 0.00                                     |

2.1.2. OTHER INFORMATION REGARDING THE BUDGET OF THE PACKAGE OF PERSONALISED SERVICES

B I U [List Icons] 0 0 chars words

3

4

Cancel Save

2. Enter the following information:

- (1) Enter the values in the column *Number of workers assisted (number)*.
- (2) Enter the values in the column *Total cost (EGF & national co-financing)*.
- (3) Enter the text in the text box provided.
- (4) Click on **SAVE** to save the information.

|               |   |
|---------------|---|
| <b>REMARK</b> | When modifying section 2.1.1 of the Final Report, the signature of the signers and the signing dates for the Final Report and for the Statement justifying expenditure will be removed and a new sign action by the Management Authority on the Final Report and one by the Certifying Authority or the Management Authority on the Statement justifying expenditure will have to be performed before sending to the Commission is allowed. |
|---------------|---|

## 2.2 Activities (to implement the EGF)

|             |   |
|-------------|---|
| <b>NOTE</b> | <p>The table 2.2.1 is the same as table G.2.1 of the linked EGF Application version, with two extra columns. One for the actual expenditure for each activity and one for the percentage change from the planned amount.</p> <p>Only column “Actual total cost” is updateable and is mandatory.</p> |
|-------------|---|

1. Click on the **Edit** button to enter the values in the table:

Table of Contents

FINAL REPORT → 2. Types of actions implemented

### 2.2. Activities (to implement the EGF) Edit

#### 2.2.1. BUDGET OF EACH OF THE COMPONENTS OF ANY SUCH PREPARATORY, MANAGEMENT, INFORMATION AND PUBLICITY, CONTROL AND REPORTING ACTIVITIES

| ID           | Activity                  | Planned total cost (EGF and national co-financing) |
|--------------|---------------------------|--|
| 1            | Preparatory               | 63,822.70  |
| 2            | Management                | 63,331.45  |
| 3            | Information and publicity | 8,780.03   |
| 4            | Control and reporting     | 46,465.82  |
| <b>Total</b> |                           | <b>182,400.00</b>                                  |

#### 2.2.2. OTHER INFORMATION REGARDING THE BUDGET OF THE ACTIVITIES

*There is no information available yet*

No validation result available

The Edit details pop-up window appears:

2.2. Activities (to implement the EGF) ⓘ

2.2.1. BUDGET OF EACH OF THE COMPONENTS OF ANY SUCH PREPARATORY, MANAGEMENT, INFORMATION AND PUBLICITY, CONTROL AND REPORTING ACTIVITIES

| ID           | Activity                  | Planned total cost (EGF and national co-financing) | Actual total cost (EGF and national co-financing) | % Total cost (actual/planned) |
|--------------|---------------------------|--|---|-------------------------------|
| 1            | Preparatory               | 63,822.70  |   |                               |
| 2            | Management                | 63,331.45  |   |                               |
| 3            | Information and publicity | 8,780.03   |   |                               |
| 4            | Control and reporting     | 46,465.82  |   |                               |
| <b>Total</b> |                           | <b>182,400.00</b>                                  | <b>0.00</b>                                       | <b>0%</b>                     |

2.2.2. OTHER INFORMATION REGARDING THE BUDGET OF THE ACTIVITIES

Rich text editor toolbar: B I U, bulleted list, numbered list, link, unlink, 0 chars, 0 words.

Large empty text box for input.

Buttons: Cancel, Save.

2. Enter the following information:

- (1) Enter the values in the column *Actual total cost (EGF and national co-financing)*.
- (2) Enter the text in the text box provided.
- (3) Click on **SAVE** to save the information.

|               |   |
|---------------|---|
| <b>REMARK</b> | When modifying section 2.2.1 of the Final Report, the signature of the signers and the signing dates for the Final Report and for the Statement justifying expenditure will be removed and a new sign action by the Management Authority on the Final Report and one by the Certifying Authority or the Management Authority on the Statement justifying expenditure will have to be performed before sending to the Commission is allowed. |
|---------------|---|

## 2.3 Non-using state aid

1. Click on the **EDIT** button to add the information:

Table of Contents

FINAL REPORT → 2. Types of actions implemented

Type to filter TOC

- General
- Final report
  - 2 Implemented actions
    - 2.1 Measures (personalised ser
    - 2.2 Activities (to implement the i
    - 2.3 Non-using state aid
    - 2.4 Personalised services to wo
    - 2.5 Activities
    - 2.6 Bodies
    - 2.7 State aid or previous fundin
    - 2.8 Percentage of EGF funding
  - 3 Beneficiaries of actions
  - 4 Main outcomes

No validation result available

### 2.3. Statement of non-using State aid

There is no information available yet

Edit

The Edit details pop-up window appears:

FINAL REPORT → 2. Types of actions implemented

### 2.3. Statement of non-using State aid

B I U 0 chars 0 words

1

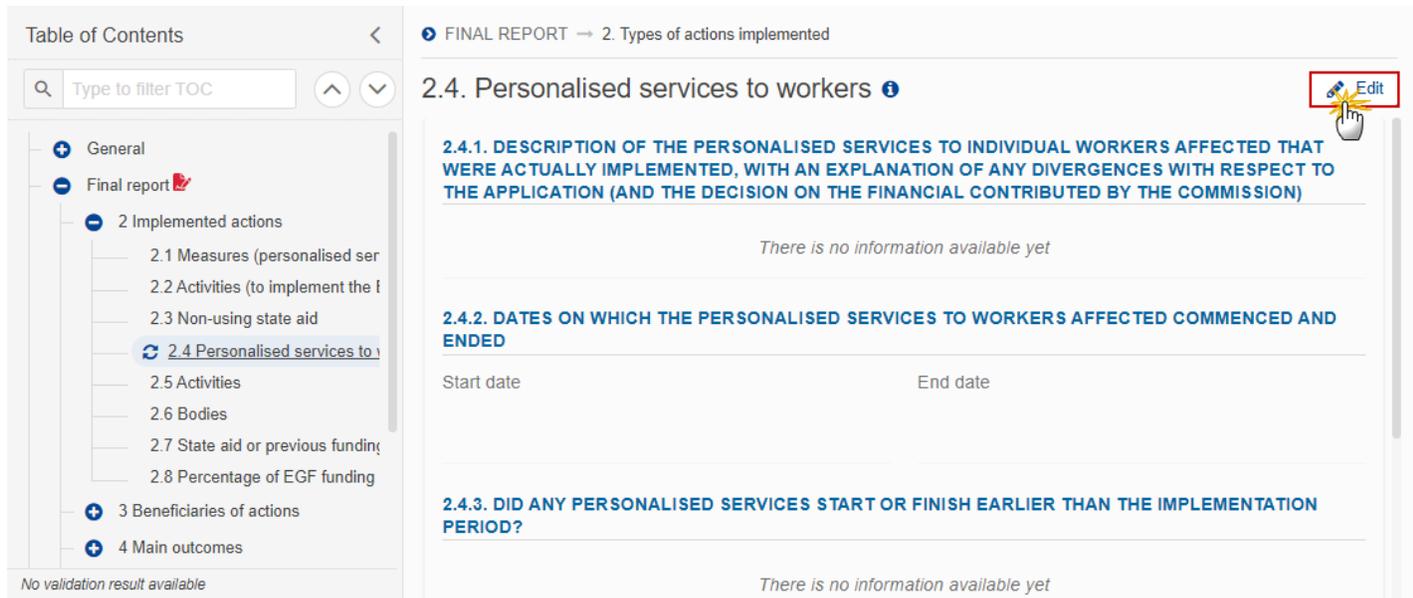
Cancel Save 2

2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

## 2.4 Personalised services to workers

1. Click on the **EDIT** button to add the information:



The screenshot displays a web application interface. On the left is a 'Table of Contents' sidebar with a search bar and a list of sections. The main content area on the right is titled '2.4. Personalised services to workers' and contains three sub-sections. An 'Edit' button is highlighted in the top right corner of the main content area.

**Table of Contents:**

- General
- Final report
- 2 Implemented actions
  - 2.1 Measures (personalised ser
  - 2.2 Activities (to implement the i
  - 2.3 Non-using state aid
  - 2.4 Personalised services to**
  - 2.5 Activities
  - 2.6 Bodies
  - 2.7 State aid or previous fundin
  - 2.8 Percentage of EGF funding
- 3 Beneficiaries of actions
- 4 Main outcomes

**2.4. Personalised services to workers**

**2.4.1. DESCRIPTION OF THE PERSONALISED SERVICES TO INDIVIDUAL WORKERS AFFECTED THAT WERE ACTUALLY IMPLEMENTED, WITH AN EXPLANATION OF ANY DIVERGENCES WITH RESPECT TO THE APPLICATION (AND THE DECISION ON THE FINANCIAL CONTRIBUTED BY THE COMMISSION)**

*There is no information available yet*

**2.4.2. DATES ON WHICH THE PERSONALISED SERVICES TO WORKERS AFFECTED COMMENCED AND ENDED**

| Start date | End date |
|------------|----------|
|------------|----------|

**2.4.3. DID ANY PERSONALISED SERVICES START OR FINISH EARLIER THAN THE IMPLEMENTATION PERIOD?**

*There is no information available yet*

The Edit details pop-up window appears:

## 2.4. Personalised services to workers

### 2.4.1. DESCRIPTION OF THE PERSONALISED SERVICES TO INDIVIDUAL WORKERS AFFECTED THAT WERE ACTUALLY IMPLEMENTED, WITH AN EXPLANATION OF ANY DIVERGENCES WITH RESPECT TO THE APPLICATION (AND THE DECISION ON THE FINANCIAL CONTRIBUTED BY THE COMMISSION)

**B I U**         **0 0**  
chars words

**1**

### 2.4.2. DATES ON WHICH THE PERSONALISED SERVICES TO WORKERS AFFECTED COMMENCED AND ENDED

Start date \* End date \*

|   |  |
|---|--|
| <input type="text" value="dd/mm/yyyy"/>  | <input type="text" value="dd/mm/yyyy"/>  |
|---|--|

**2**

### 2.4.3. DID ANY PERSONALISED SERVICES START OR FINISH EARLIER THAN THE IMPLEMENTATION PERIOD?

**B I U**         **0 0**  
chars words

**3**

### 2.4.4. HOW DOES THE EGF CO-FINANCING SUPPORT THE SUSTAINABLE DEVELOPMENT GOALS (SDG)? PLEASE PROVIDE A SORT DESCRIPTION IF THE MEASURES DELIVERED SPECIFICALLY ADDRESSED SDG'S SUCH AS GENDER EQUALITY OR HAD SOME FOCUS ON IT. QUALITY EDUCATION OR PROMOTING GREEN ECONOMY

**B I U**         **0 0**  
chars words

**4**

2. Enter the following information:
  - (1) Enter the text in the text box provided.
  - (2) Enter the *Start date* and *End date*.
  - (3) Enter the text in the text box provided.
  - (4) Enter the text in the text box provided.
  - (5) Click on **SAVE** to save the information.

## 2.5 Activities

1. Click on the **EDIT** button to add the information:

Table of Contents < FINAL REPORT → 2. Types of actions implemented

2.5. Activities ⓘ 

**2.5.1. DETAILS OF ANY PREPARATORY, MANAGEMENT, INFORMATION AND PUBLICITY, AND CONTROL ACTIVITIES FOR IMPLEMENTING THE EGF ASSISTANCE THAT THE MEMBER STATE FINANCED WITH EGF ASSISTANCE, INCLUDING ANY CHANGES IN THE PLANNED START AND END DATES**

*There is no information available yet*

**2.5.2. DATES ON WHICH THE ACTIVITIES COMMENCED AND ENDED**

| Start date | End date |
|------------|----------|
|            |          |

**2.5.3. DID ANY ACTIVITIES START OR FINISH EARLIER THAN THE IMPLEMENTATION PERIOD?**

*There is no information available yet*

No validation result available

The Edit details pop-up window appears:

## 2.5. Activities

### 2.5.1. DETAILS OF ANY PREPARATORY, MANAGEMENT, INFORMATION AND PUBLICITY, AND CONTROL ACTIVITIES FOR IMPLEMENTING THE EGF ASSISTANCE THAT THE MEMBER STATE FINANCED WITH EGF ASSISTANCE, INCLUDING ANY CHANGES IN THE PLANNED START AND END DATES

**B I U**     **0 0**  
chars words

**1**

### 2.5.2. DATES ON WHICH THE ACTIVITIES COMMENCED AND ENDED

Start date \* End date \*

dd/mm/yyyy  dd/mm/yyyy 

**2**

### 2.5.3. DID ANY ACTIVITIES START OR FINISH EARLIER THAN THE IMPLEMENTATION PERIOD?

**B I U**     **0 0**  
chars words

**3**

**4**



2. Enter the following information:

(1) Enter the text in the text box provided.

(2) Enter the *Start date* and *End date*.

(3) Enter the text in the text box provided.

(4) Click on **SAVE** to save the information.

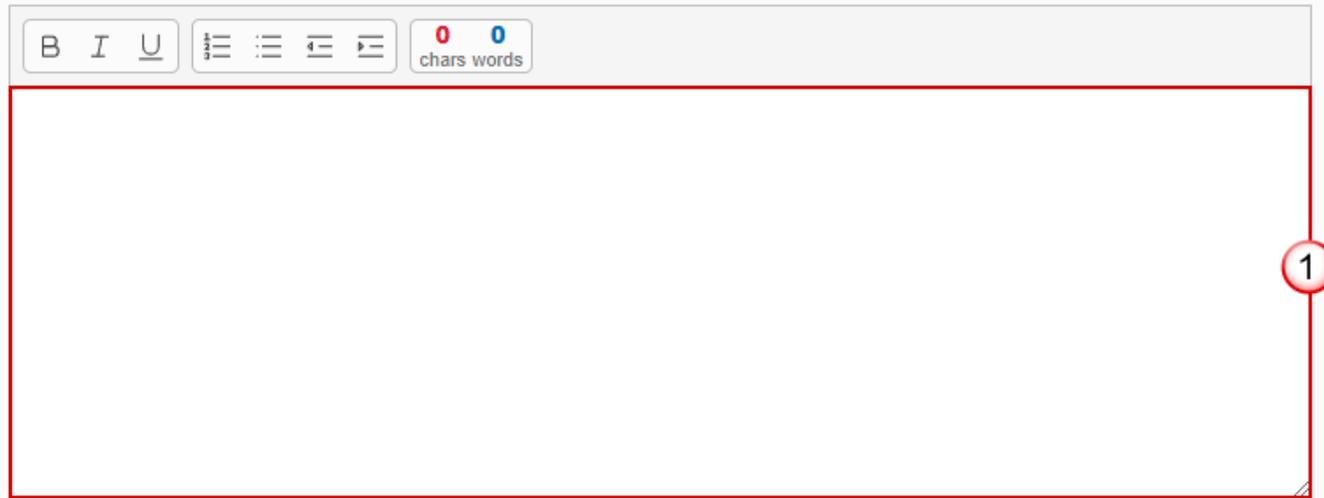
## 2.6 Bodies

1. Click on the **EDIT** button to add the information:

The screenshot displays a web application interface. On the left, a 'Table of Contents' sidebar is visible, featuring a search bar and a list of sections: 'General', 'Final report', '2 Implemented actions', and '3 Beneficiaries of actions'. The '2 Implemented actions' section is expanded, showing sub-items: '2.1 Measures (personalised ser', '2.2 Activities (to implement the l', '2.3 Non-using state aid', '2.4 Personalised services to wo', '2.5 Activities', '2.6 Bodies' (highlighted with a blue bar and a refresh icon), '2.7 State aid or previous fundin', and '2.8 Percentage of EGF funding'. Below the sidebar, a message reads 'No validation result available'. The main content area on the right shows the breadcrumb 'FINAL REPORT → 2. Types of actions implemented' and the title '2.6. The names of the bodies delivering the package of measures in the Member State' with an information icon. An 'Edit' button with a pencil icon is located to the right of the title. Below the title, a large white box contains the text 'There is no information available yet'.

The Edit details pop-up window appears:

## 2.6. The names of the bodies delivering the package of measures in the Member State



The image shows a text editor interface. At the top, there is a toolbar with buttons for Bold (B), Italic (I), Underline (U), bulleted list, numbered list, decrease indent, and increase indent. To the right of the toolbar are two counters: 'chars' with a red '0' and 'words' with a blue '0'. Below the toolbar is a large, empty text box with a red border. A red circle with the number '1' is located at the bottom right corner of the text box.

Cancel

Save   


2. Enter the following information:

(1) Enter the text in the text box provided.

(2) Click on **SAVE** to save the information.

## 2.7 State aid or previous funding

1. Click on the **EDIT** button to add the information:

Table of Contents < FINAL REPORT → 2. Types of actions implemented

Type to filter TOC

- General
- Final report
  - 2 Implemented actions
    - 2.1 Measures (personalised services)
    - 2.2 Activities (to implement the EGF)
    - 2.3 Non-using state aid
    - 2.4 Personalised services to workers
    - 2.5 Activities
    - 2.6 Bodies
    - 2.7 State aid or previous funding
    - 2.8 Percentage of EGF funding spent
  - 3 Beneficiaries of actions

No validation result available

2.7. Whether the dismissing enterprise, except where it is a microenterprise or and SME, has been a beneficiary of State aid or funding from Union cohesion or structural funds in the preceding five years. ⓘ

There is no information available yet

Edit

The Edit details pop-up window appears:

FINAL REPORT → 2. Types of actions implemented

2.7. Whether the dismissing enterprise, except where it is a microenterprise or and SME, has been a beneficiary of State aid or funding from Union cohesion or structural funds in the preceding five years. ⓘ

B I U 0 chars 0 words

1

Cancel Save

2

2. Enter the following information:

(1) Enter the text in the text box provided.

(2) Click on **SAVE** to save the information.

## 2.8 Percentage of EGF funding spent

1. Click on the **EDIT** button to add the information:

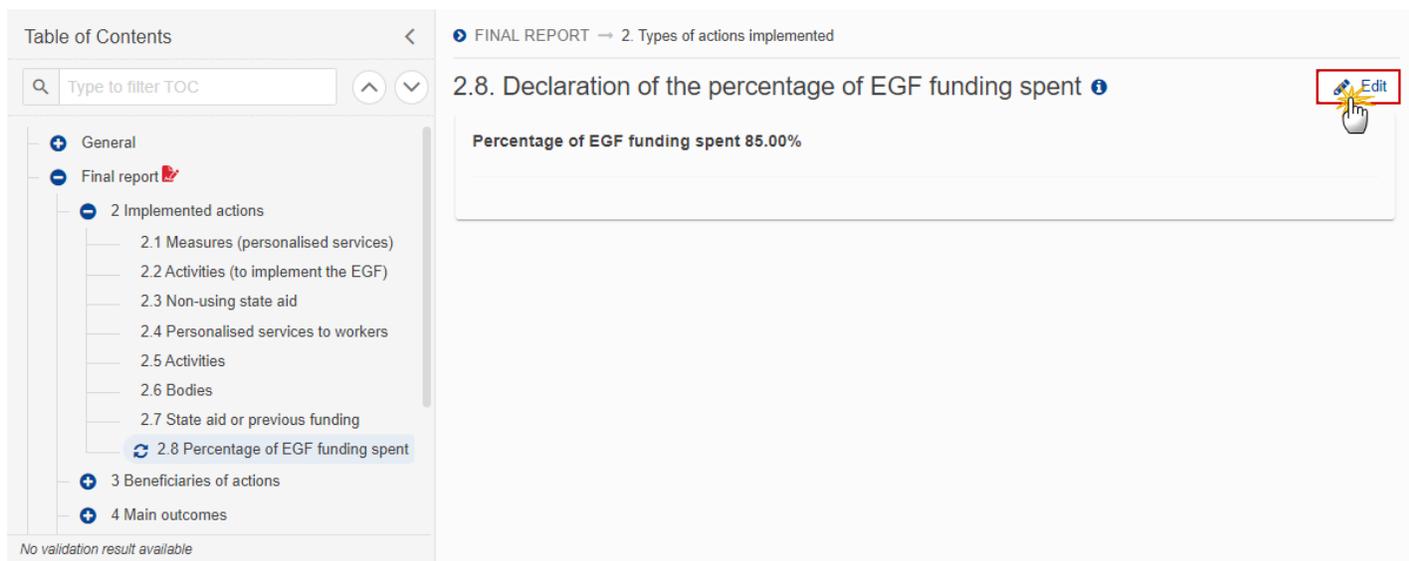


Table of Contents

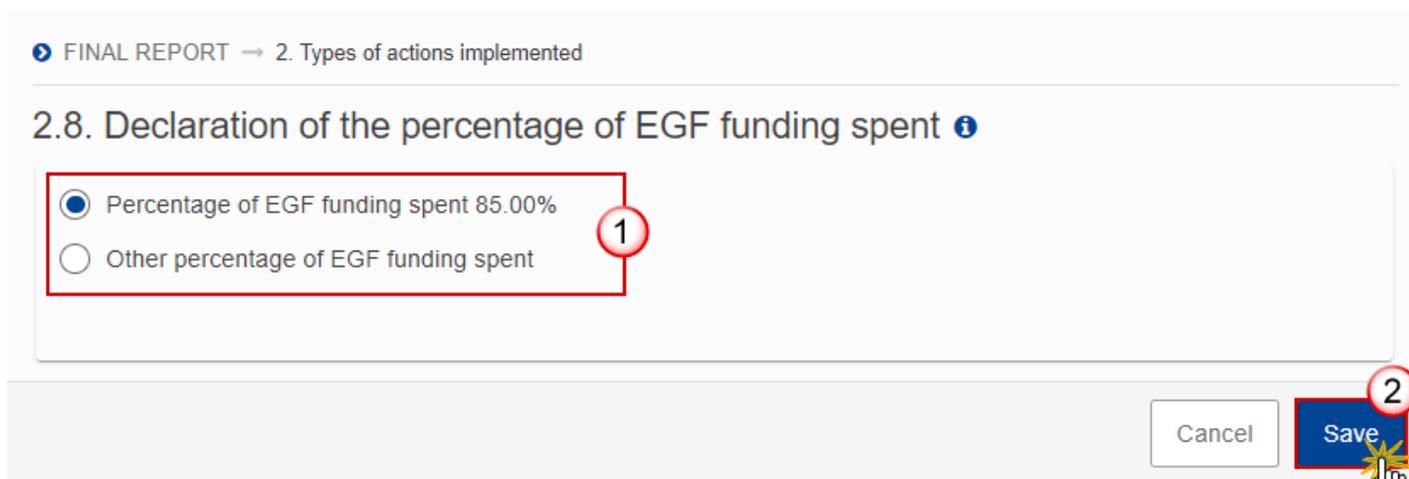
FINAL REPORT → 2. Types of actions implemented

2.8. Declaration of the percentage of EGF funding spent ⓘ

Percentage of EGF funding spent 85.00%

No validation result available

The Edit details pop-up window appears:



FINAL REPORT → 2. Types of actions implemented

2.8. Declaration of the percentage of EGF funding spent ⓘ

Percentage of EGF funding spent 85.00%

Other percentage of EGF funding spent

Cancel Save

2. Select the following information:

**(1)** Select the *Percentage of EGF funding spent*.

The percentage in option *Percentage of EGF funding spent* is different per MS and is the maximum co-financing rate of ESF+ in the MS.

The percentage encoded in option *Other percentage of EGF funding spent* must be bigger than 0% and smaller than the rate in the first option. This will be enforced by validation rule FR\_011.

**(2)** Click on **SAVE** to save the information.

### **3 Beneficiaries of actions**

#### **3.1 Categories of workers**

|             |   |
|-------------|---|
| <b>NOTE</b> | <p>The targeted values from the categories that exist in Section E.1 of the linked EGF Application version will be automatically foreseen.</p> <p>The “Number of workers who actually benefitted from the assistance” is editable and mandatory for all records.</p> <p>The gender breakdown for workers who actually benefitted from the assistance is editable for all groups except “Gender” and “Category of workers”. It is mandatory only for the “Age group” and the “Education attainment”.</p> |
|-------------|---|

1. Click on the **EDIT** button to enter the values in the table:

Table of Contents < > FINAL REPORT ▶ 3. Beneficiaries of actions implemented

Type to filter TOC ↑ ↓

- General
- Final report
  - 2 Implemented actions
  - 3 Beneficiaries of actions
    - 3.1 Categories of workers
    - 3.2 Education status workers
    - 3.3 Targeted vs assisted workers ex...
    - 3.4 Non-applicability of category of ...
    - 3.5 Employment status workers
    - 3.6 Employment status workers exp...
    - 3.7 Employment status workers 6 m...
    - 3.8 Gain of qualification

No validation result available

### 3.1. Categories of workers targeted for assistance and actually benefitted from assistance under this application, including, where relevant, those in upstream and downstream enterprises. ⓘ



|             |                                    | Number of workers targeted for assistance | Number of workers who actually benefitted from assistance |            |
|-------------|------------------------------------|---|---|------------|
|             |                                    |   | Total   | % of total |
| Gender      | Men                                | 2,147                                     |   |            |
|             | Women                              | 252                                       |   |            |
|             | Non-binary                         | 0   |   |            |
| Nationality | Nationals of an EU Member State    |   |   |            |
|             | Nationals of a non-EU Member State |   |   |            |
| Age group   | Below 30                           | 159                                       |   |            |

The Edit details pop-up window appears:

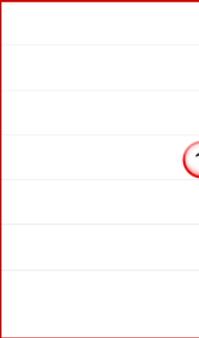
FINAL REPORT → 3. Beneficiaries of actions implemented

### 3.1. Categories of workers targeted for assistance and actually benefitted from assistance under this application, including, where relevant, those in upstream and downstream enterprises. ⓘ

|   |                                    | Number of workers targeted for assistance | Number of workers who actually benefitted from assistance |            |     |
|---|------------------------------------|---|---|------------|-----|
|   |                                    |   | Total   | % of total | Men |
| Gender  | Men                                | 317                                       |   |            |     |
|   | Women                              | 294                                       |   |            |     |
|   | Non-binary                         | 0   |   |            |     |
| Nationality   | Nationals of an EU Member State    |   |   |            |     |
|   | Nationals of a non-EU Member State |   |   |            |     |
| Age group   | Below 30                           | 0   |   |            |     |
|   | 30-54                              | 423                                       |   |            |     |
|   | Above 54                           | 188                                       |   |            |     |
| Workers with a longstanding health problem or disability                                  |                                    |   |   |            |     |
| Membership of a recognised minority (ethnic, religious, etc), according to national rules |                                    |   |   |            |     |

Cancel Save

3.1. Categories of workers targeted for assistance and actually benefitted from assistance under this application, including, where relevant, those in upstream and downstream enterprises. 

|   |                                    | Women   | % Women   | Non-binary  | % Non-binary |
|---|------------------------------------|---|---|---|--------------|
| Gender  | Men                                |   |   |   |              |
|   | Women                              |   |   |   |              |
|   | Non-binary                         |   |   |   |              |
| Nationality   | Nationals of an EU Member State    |  |  |   |              |
|   | Nationals of a non-EU Member State |   |   |   |              |
| Age group   | Below 30                           |   |   |   |              |
|   | 30-54                              |  |   |  |              |
|   | Above 54                           |   |   |   |              |
| Workers with a longstanding health problem or disability                                  |                                    |   |   |   |              |
| Membership of a recognised minority (ethnic, religious, etc), according to national rules |                                    |   |   |   |              |

Cancel Save 

2. Enter the following information:

- (1) Enter the values in the table.
- (2) Click on **SAVE** to save the information.

### 3.2 Education status workers

1. Click on the **EDIT** button to add the information:

Table of Contents <

> FINAL REPORT ▶ 3. Beneficiaries of actions implemented

Type to filter TOC ↑ ↓

- General
- Final report
- 2 Implemented actions
- 3 Beneficiaries of actions
  - 3.1 Categories of workers
  - 3.2 Education status workers
  - 3.3 Targeted vs assisted workers ex...
  - 3.4 Non-applicability of category of ...
  - 3.5 Employment status workers
  - 3.6 Employment status workers exp...
  - 3.7 Employment status workers 6 m...
  - 3.8 Gain of qualification

No validation result available

3.2. Changes in the education status of workers participating in the activities. This change of status is possible if there is 3rd level education or completion of secondary school ⓘ

There is no information available yet

Edit

The Edit details pop-up window appears:

FINAL REPORT → 3. Beneficiaries of actions implemented ⓘ

3.2. Changes in the education status of workers participating in the activities. This change of status is possible if there is 3rd level education or completion of secondary school ⓘ

B I U [List Bulleted] [List Numbered] [List Disc] [List Square] [0 chars] [0 words]

1

Cancel Save 2

2. Enter the following information:
  - (1) Enter the text in the text box provided.
  - (2) Click on **SAVE** to save the information.

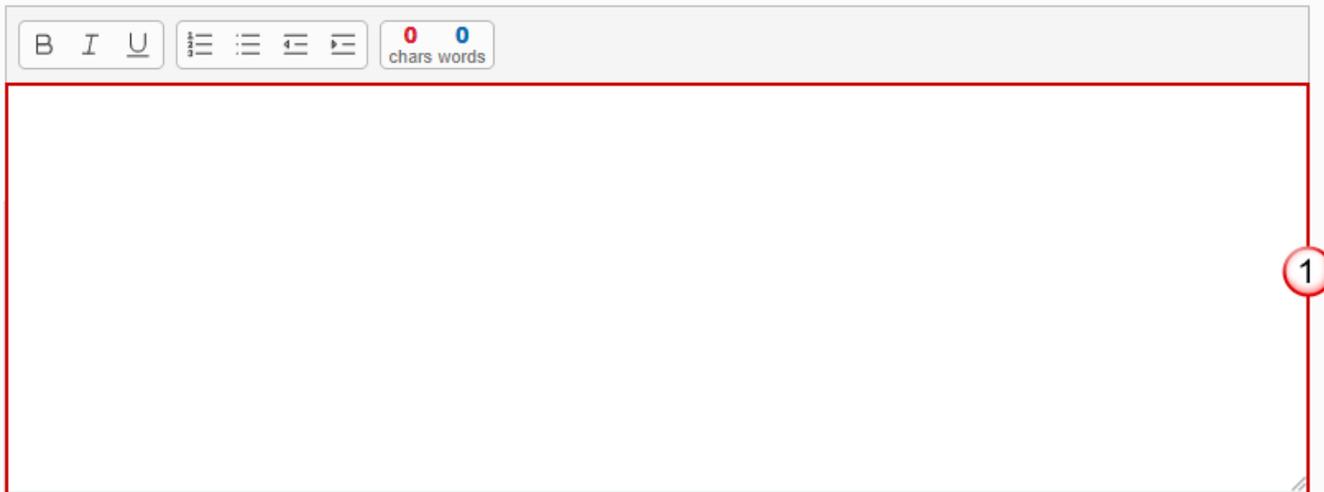
### 3.3 Targeted vs assisted workers explanation

1. Click on the **EDIT** button to add the information:

The screenshot shows a web application interface. On the left is a 'Table of Contents' sidebar with a search bar and a list of sections. The main content area on the right shows the breadcrumb 'FINAL REPORT > 3. Beneficiaries of actions implemented' and the section title '3.3. Please provide an explanation for the differences between the number of targeted and assisted workers, if differences are relevant or provide any additional information on assisted workers MS considers relevant/useful'. An 'Edit' button with a pencil icon is highlighted with a red box. Below the text is a grey box containing the message 'There is no information available yet'.

The Edit details pop-up window appears:

3.3. Please provide an explanation for the differences between the number of targeted and assisted workers, if differences are relevant or provide any additional information on assisted workers MS considers relevant/useful 



2. Enter the following information:

(1) Enter the text in the text box provided.

(2) Click on **SAVE** to save the information.

### 3.4 Non-applicability of category of workers

1. Click on the **EDIT** button to add the information:

Table of Contents <

> FINAL REPORT ▶ 3. Beneficiaries of actions implemented

Type to filter TOC ↑ ↓

- > General
- ✓ Final report 
  - > 2 Implemented actions
  - ✓ 3 Beneficiaries of actions
    - 3.1 Categories of workers
    - 3.2 Education status workers
    - 3.3 Targeted vs assisted workers ex...
    - [3.4 Non-applicability of category of ...](#)
    - 3.5 Employment status workers
    - 3.6 Employment status workers exp...
    - 3.7 Employment status workers 6 m...
    - 3.8 Gain of qualification

No validation result available

3.4. Are the categories of workers (Managers, Professionals etc.) applicable to this application? ⓘ 

3.4. Are the categories of workers (Managers, Professionals, etc.) applicable to this application?

**Yes**

The Edit details pop-up window appears:

### 3.4. Are the categories of workers (Managers, Professionals etc.) applicable to this application? ⓘ

3.4. Are the categories of workers (Managers, Professionals, etc.) applicable to this application? \*

Yes

No

1

**3.4.1. IN CASE THE CATEGORIES OF WORKERS (MANAGERS, PROFESSIONALS, ETC.) ARE NOT APPLICABLE, PLEASE PROVIDE AN EXPLANATION** \*

B I U     3 1  
chars words

...

2

Cancel

Save

3

2. Enter or select the following information:

(1) Select *Yes* or *No* if the categories of workers are applicable to this application.

(2) Enter the text in the text box provided.

Section 3.4.1 should be filled in if and only if answer in Section 3.4 is No.

(3) Click on **SAVE** to save the information.

### 3.5 Employment status workers

|             |   |
|-------------|---|
| <b>NOTE</b> | The “Total”, “Men”, “Women” and “Non-binary” for the “Number of workers who actually benefitted from assistance” are editable and mandatory for the “Employed”, “Of which self-employed”, “Unemployed”, “Inactive”, “Of which in education or training” and “Other” rows only. The other rows are calculated. |
|-------------|---|

1. Click on the **EDIT** button to enter the values in the table:

**Table of Contents** <

Type to filter TOC

- > General
- ▼ Final report
  - > 2 Implemented actions
  - ▼ 3 Beneficiaries of actions
    - 3.1 Categories of workers
    - 3.2 Education status workers
    - 3.3 Targeted vs assisted workers ex...
    - 3.4 Non-applicability of category of ...
    - 🔄 3.5 Employment status workers
    - 3.6 Employment status workers exp...
    - 3.7 Employment status workers 6 m...
    - 3.8 Gain of qualification

No validation result available

> FINAL REPORT ▶ 3. Beneficiaries of actions implemented

**3.5. Employment status of workers who actually benefitted from assistance at the end of the implementation period** ⓘ

| Employment status                     | Total | % of total | Men | % Men |
|---------------------------------------|-------|------------|-----|-------|
| Employed                              |       |            |     |       |
| of which employees                    |       |            |     |       |
| of which self-employed                |       |            |     |       |
| Unemployed                            |       |            |     |       |
| Inactive                              |       |            |     |       |
| of which inactive                     |       |            |     |       |
| of which in education or training     |       |            |     |       |
| Other (Unknown/special circumstances) |       |            |     |       |

The Edit details pop-up window appears:

### 3.5. Employment status of workers who actually benefitted from assistance at the end of the implementation period ⓘ

| Employment status                 | Total | % of total | Men | % Men |
|-----------------------------------|-------|------------|-----|-------|
| Employed                          |       |            |     |       |
| of which employees                |       |            |     |       |
| of which self-employed            |       |            |     |       |
| Unemployed                        |       | 1          |     | 1     |
| Inactive                          |       |            |     |       |
| of which inactive                 |       |            |     |       |
| of which in education or training |       |            |     |       |

Cancel

Save

### 3.5. Employment status of workers who actually benefitted from assistance at the end of the implementation period ⓘ

| Employment status                 | Women | % Women | Non-binary | % Non-binary |
|-----------------------------------|-------|---------|------------|--------------|
| Employed                          |       |         |            |              |
| of which employees                |       |         |            |              |
| of which self-employed            |       |         |            |              |
| Unemployed                        |       | 1       |            | 1            |
| Inactive                          |       |         |            |              |
| of which inactive                 |       |         |            |              |
| of which in education or training |       |         |            |              |

Cancel

Save

2. Enter the following information:

(1) Enter the values in the table.

(2) Click on **SAVE** to save the information.

## 3.6 Employment status workers explanation

1. Click on the **EDIT** button to add the information:

The screenshot shows a web application interface. On the left is a 'Table of Contents' sidebar with a search bar and a list of sections. Section 3.6, 'Employment status workers exp...', is selected and highlighted with a blue circle. The main content area on the right shows the breadcrumb 'FINAL REPORT > 3. Beneficiaries of actions implemented' and the section title '3.6. Please provide a brief description of the results regarding the employment status of workers'. An 'Edit' button with a pencil icon is visible in the top right corner of the main content area. Below the title is a large grey box containing the text 'There is no information available yet'.

The Edit details pop-up window appears:

### 3.6. Please provide a brief description of the results regarding the employment status of workers ⓘ

B I U ☰ ☰ ☰ ☰ 0 0  
chars words

Cancel Save

1

2

2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

### 3.7 Employment status workers six months after end

|             |   |
|-------------|---|
| <b>NOTE</b> | The "Total", "Men", "Women" and "Non-binary" for the "Number of workers who actually benefitted from assistance" are editable and mandatory for the "Employed", "Of which self-employed", "Unemployed", "Inactive", "Of which in education or training" and "Other" rows only. The other rows are calculated. |
|-------------|---|

1. Click on the **EDIT** button to enter the values in the table:

Table of Contents < > FINAL REPORT ▶ 3. Beneficiaries of actions implemented

Type to filter TOC ↑ ↓

- General
- Final report
  - 2 Implemented actions
  - 3 Beneficiaries of actions
    - 3.1 Categories of workers
    - 3.2 Education status workers
    - 3.3 Targeted vs assisted workers ex...
    - 3.4 Non-applicability of category of ...
    - 3.5 Employment status workers
    - 3.6 Employment status workers exp...
    - 3.7 Employment status workers 6 m...**
    - 3.8 Gain of qualification
  - 4 Main outcomes
  - 5 Equal opportunities and non-discrimi...

No validation result available

### 3.7. Employment status of workers who actually benefitted from assistance six months after the end of the implementation period ⓘ

[Edit](#)

| Employment status                     | Total    | % of total | Men      | % Men |
|---------------------------------------|----------|------------|----------|-------|
| Employed                              |          |            |          |       |
| of which employees                    |          |            |          |       |
| of which self-employed                |          |            |          |       |
| Unemployed                            |          |            |          |       |
| Inactive                              |          |            |          |       |
| of which inactive                     |          |            |          |       |
| of which in education or training     |          |            |          |       |
| Other (Unknown/special circumstances) |          |            |          |       |
| <b>Total assisted workers</b>         | <b>0</b> |            | <b>0</b> |       |

The Edit details pop-up window appears:

> FINAL REPORT ▶ 3. Beneficiaries of actions implemented

### 3.7. Employment status of workers who actually benefitted from assistance six months after the end of the implementation period ⓘ

| Employment status                 | Total | % of total | Men | % Men |
|-----------------------------------|-------|------------|-----|-------|
| Employed                          |       |            |     |       |
| of which employees                |       |            |     |       |
| of which self-employed            |       |            |     |       |
| Unemployed                        |       | 1          |     | 1     |
| Inactive                          |       |            |     |       |
| of which inactive                 |       |            |     |       |
| of which in education or training |       |            |     |       |
| Other (Unknown/special            |       |            |     |       |

Cancel Save

### 3.7. Employment status of workers who actually benefitted from assistance six months after the end of the implementation period ⓘ

| Employment status                 | Women | % Women | Non-binary | % Non-binary |
|-----------------------------------|-------|---------|------------|--------------|
| Employed                          |       |         |            |              |
| of which employees                |       |         |            |              |
| of which self-employed            |       |         |            |              |
| Unemployed                        |       |         |            |              |
| Inactive                          |       |         |            |              |
| of which inactive                 |       |         |            |              |
| of which in education or training |       |         |            |              |
| Other (Unknown/special            |       |         |            |              |

Cancel **Save**

2. Enter the following information:

- (1) Enter the values in the table.
- (2) Click on **SAVE** to save the information.

### 3.8 Gain of qualification

|             |  |
|-------------|--|
| <b>NOTE</b> | The "Total", "Men", "Women" and "Non-binary" are editable and mandatory. The percentages are calculated. |
|-------------|--|

1. Click on the **EDIT** button to enter the values in the table:

Table of Contents < > FINAL REPORT ▶ 3. Beneficiaries of actions implemented

Type to filter TOC ↑ ↓

- > General
- ▼ Final report
  - > 2 Implemented actions
  - ▼ 3 Beneficiaries of actions
    - 3.1 Categories of workers
    - 3.2 Education status workers
    - 3.3 Targeted vs assisted workers ex...
    - 3.4 Non-applicability of category of ...
    - 3.5 Employment status workers
    - 3.6 Employment status workers exp...
    - 3.7 Employment status workers 6 m...
    - 3.8 Gain of qualification
    - > 4 Main outcomes

No validation result available

### 3.8. Gain of qualification ⓘ

Edit

|   | Total | % of total benef. | Men |
|---|-------|-------------------|-----|
| EGF beneficiaries who gained a qualification by six months after the end of the implementation period |       |                   |     |

The Edit details pop-up window appears:

> FINAL REPORT ▶ 3. Beneficiaries of actions implemented

### 3.8. Gain of qualification ⓘ

|   | Total | % of total benef. | Men | % Men |
|---|-------|-------------------|-----|-------|
| EGF beneficiaries who gained a qualification by six months after the end of the implementation period | 1     |                   | 1   |       |

Cancel Save

### 3.8. Gain of qualification ?

|   | Women                          | % Women | Non-binary                     | % Non-binary |
|---|--------------------------------|---------|--------------------------------|--------------|
| EGF beneficiaries who gained a qualification by six months after the end of the implementation period | <input type="text" value="1"/> |         | <input type="text" value="1"/> |              |

Cancel Save

2. Enter the following information:

- (1) Enter the values in the table.
- (2) Click on **SAVE** to save the information.

## 4 Main outcomes

### 4.1 Regional or local economic situation

1. Click on the **EDIT** button to add the information:

Table of Contents < FINAL REPORT → 4. Main outcomes

Q Type to filter TOC ^ v

- + General
- Final report 
  - + 2 Implemented actions
  - + 3 Beneficiaries of actions
  - 4 Main outcomes
    - + 4.1 Regional or local economic situation 
    - 4.2 Lessons learned
  - 5 Equal opportunities and non-discrimination
  - + 6 Complementarity and compliance
  - 7 Information, communication and publicity
  - + 8 Management and financial control
  - 9 Audit opinion
  - Statement justifying expenditure 

No validation result available

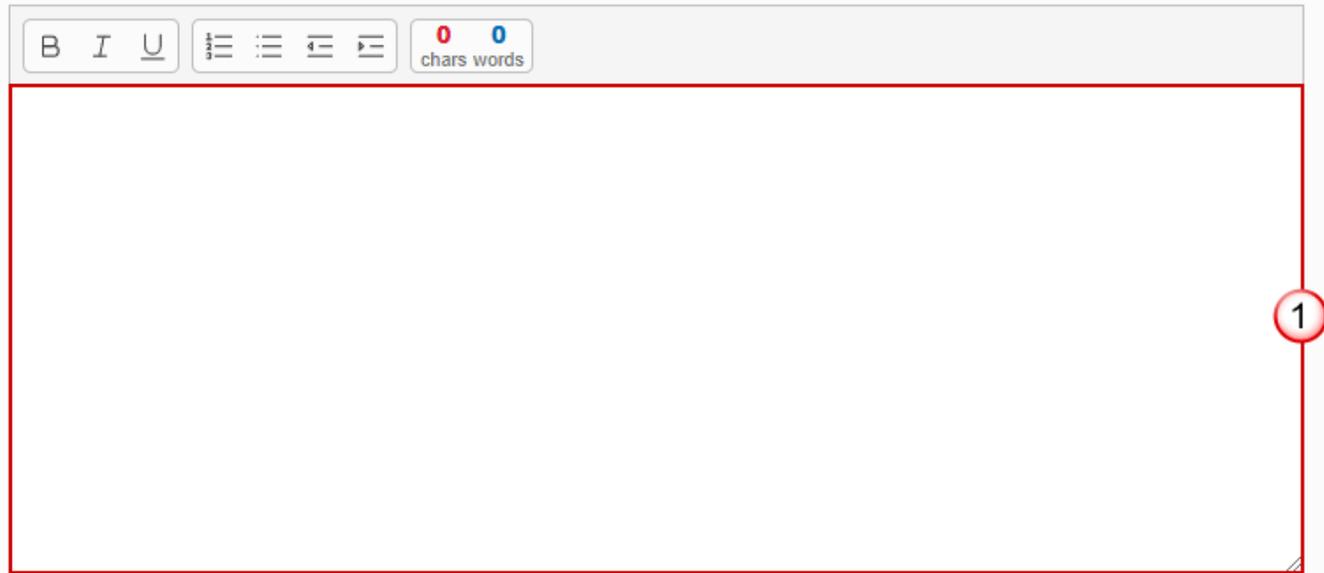
### 4.1. Outcomes in respect of the regional or local economic situation in the territory or territories concerned

 Edit

*There is no information available yet*

The Edit details pop-up window appears:

#### 4.1. Outcomes in respect of the regional or local economic situation in the territory or territories concerned



The image shows a text editor interface. At the top, there is a toolbar with buttons for Bold (B), Italic (I), Underline (U), Bulleted List, Numbered List, Decrease Indent, and Increase Indent. To the right of the toolbar are two counters: 'chars' with a red '0' and 'words' with a blue '0'. Below the toolbar is a large, empty text box with a red border. A red circle with the number '1' is positioned on the right side of the text box, indicating the first step in the process.

Cancel

Save 

2. Enter the following information:

**(1)** Enter the text in the text box provided.

**(2)** Click on **SAVE** to save the information.

#### 4.2 Lessons learned

1. Click on the **EDIT** button to add the information:

Table of Contents < FINAL REPORT → 4. Main outcomes

4.2. Challenges and lessons learned. ⓘ Edit

Type to filter TOC

- General
- Final report ⓘ
  - 2 Implemented actions
  - 3 Beneficiaries of actions
  - 4 Main outcomes
    - 4.1 Regional or local economic si
    - 4.2 Lessons learned
  - 5 Equal opportunities and non-discriminatory
  - 6 Complementarity and compliance
  - 7 Information, communication and public relations
  - 8 Management and financial control
  - 9 Audit opinion
- Statement justifying expenditure ⓘ

*There is no information available yet*

No validation result available

The Edit details pop-up window appears:

FINAL REPORT → 4. Main outcomes

4.2. Challenges and lessons learned. ⓘ

**B I U** [List Icons] [0 chars 0 words]

1

Cancel Save 2

2. Enter the following information:

(1) Enter the text in the text box provided.

(2) Click on **SAVE** to save the information.

## 5 Equal opportunities and non-discrimination

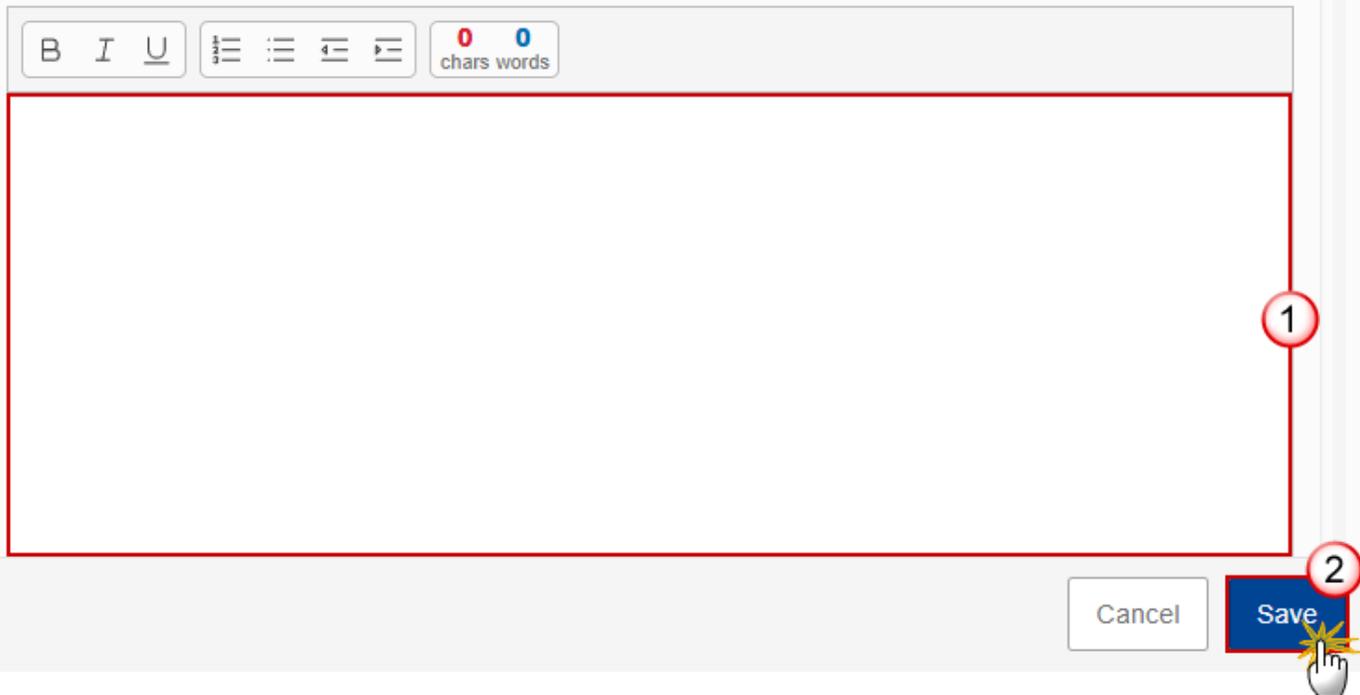
1. Click on the **EDIT** button to add the information:

The screenshot shows a web application interface. On the left is a 'Table of Contents' panel with a search bar and a list of sections. The section '5 Equal opportunities and non-discrimination' is highlighted. On the right is the 'FINAL REPORT' section for this topic. It contains a title, a descriptive paragraph, and a large empty text area with the placeholder text 'There is no information available yet'. An 'Edit' button is located in the top right corner of the report section.

The Edit details pop-up window appears:

## 5. Equal opportunities and non-discrimination

In accordance with Article 10, please describe if steps taken to ensure that the principles of equality of treatment and non-discrimination were respected in the implementation of, and access to, assistance from the EGF



2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

## ***6 Complementarity and compliance***

### **6.1 with ESF**

1. Click on the **EDIT** button to add the information:

Table of Contents < FINAL REPORT → 6. Complementarity and compliance

Q Type to filter TOC

- General
- Final report
- 2 Implemented actions
- 3 Beneficiaries of actions
- 4 Main outcomes
- 5 Equal opportunities and non-discrim
- 6 Complementarity and compliance
  - 6.1 with ESF
  - 6.2 with actions of the Member S
  - 6.3 Prevention of double funding
  - 6.4 Beneficiary survey
- 7 Information, communication and pul
- 8 Management and financial control
- 9 Audit opinion
- Statement justifying expenditure

No validation result available

### 6.1. Synergies and complementarities with other Union funds and particularly ESF+.

*There is no information available yet*

Edit

The Edit details pop-up window appears:

FINAL REPORT → 6. Complementarity and compliance

### 6.1. Synergies and complementarities with other Union funds and particularly ESF+.

**B I U** **0 0**  
chars words

**1**

Cancel **Save** **2**

2. Enter the following information:

(1) Enter the text in the text box provided.

(2) Click on **SAVE** to save the information.

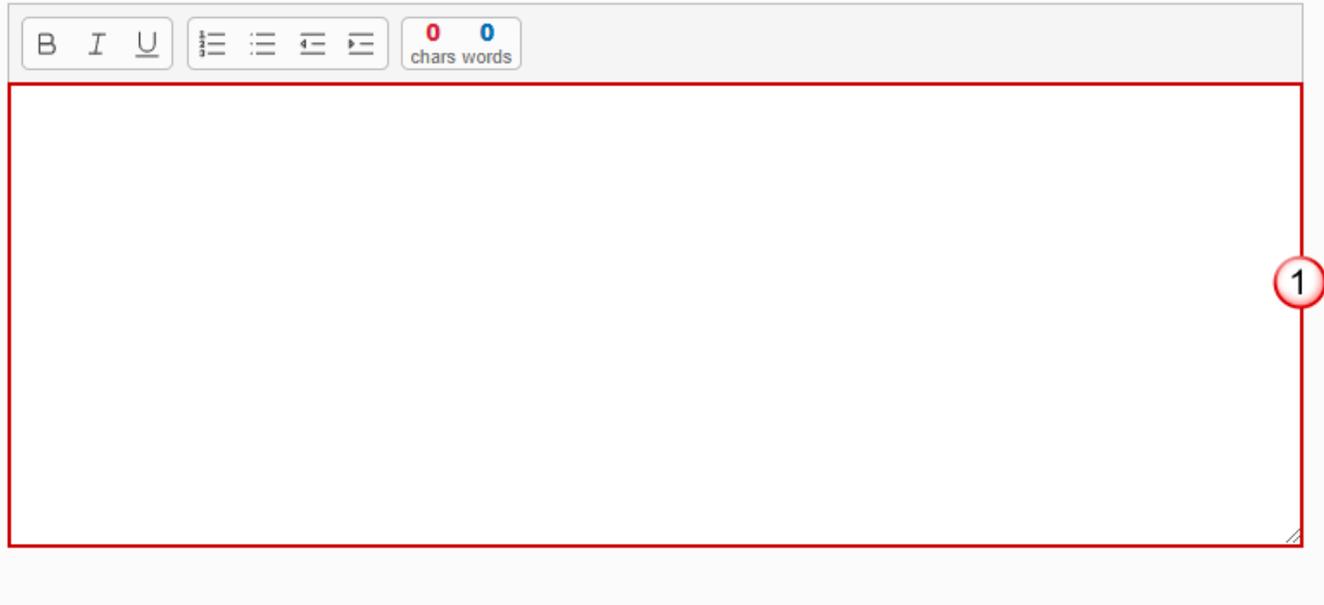
## 6.2 with actions of the Member State

1. Click on the **EDIT** button to add the information:

The screenshot displays a web application interface. On the left, a 'Table of Contents' sidebar is visible, featuring a search bar and a list of sections. The section '6.2 with actions of the Member State' is highlighted with a blue circle and a refresh icon. The main content area on the right shows the breadcrumb 'FINAL REPORT → 6. Complementarity and compliance' and the title '6.2. Synergies and complementarities with other actions of the MS.' with an information icon. An 'Edit' button, represented by a pencil icon, is highlighted with a red box. Below the title, a message states 'There is no information available yet'.

The Edit details pop-up window appears:

## 6.2. Synergies and complementarities with other actions of the MS.



2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

## 6.3 Prevention of double funding

1. Click on the **EDIT** button to add the information:

Table of Contents <

FINAL REPORT → 6. Complementarity and compliance

Q Type to filter TOC ^ v

- + General
- Final report
- + 2 Implemented actions
- + 3 Beneficiaries of actions
- + 4 Main outcomes
- 5 Equal opportunities and non-discriminal
- 6 Complementarity and compliance
  - 6.1 with ESF
  - 6.2 with actions of the Member State
  - + 6.3 Prevention of double funding
  - 6.4 Beneficiary survey
- 7 Information, communication and publici
- + 8 Management and financial control
- 9 Audit opinion
- Statement justifying expenditure

No validation result available

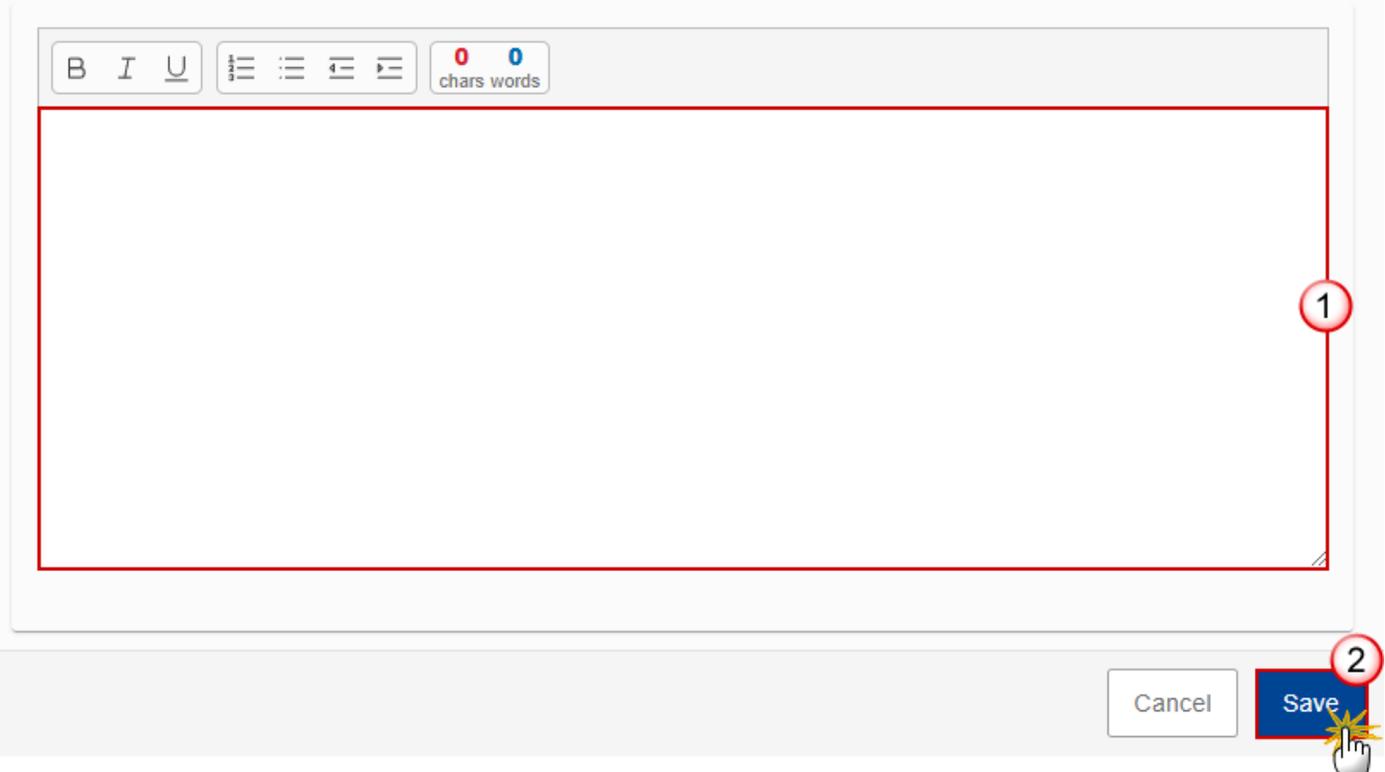
6.3. Description of the mechanisms by which the managing authority for the EGF assistance has ensured that the specific measures receiving a contribution under the EGF did not also receive assistance from other Community financial instruments (prevention of double funding)

Edit

*There is no information available yet*

The Edit details pop-up window appears:

6.3. Description of the mechanisms by which the managing authority for the EGF assistance has ensured that the specific measures receiving a contribution under the EGF did not also receive assistance from other Community financial instruments (prevention of double funding) 



2. Enter the following information:
  - (1) Enter the text in the text box provided.
  - (2) Click on **SAVE** to save the information.

## 6.4 Beneficiary survey

1. Click on the **EDIT** button to add the information:

Table of Contents < FINAL REPORT → 6. Complementarity and compliance

6.4. Beneficiary survey ⓘ 

The applicant hereby confirms that they have emailed out the link of Beneficiary Survey to the participants, and sent a reminder (cf. Article 22 of the EGF Regulation). Please upload a copy of the emails (link to the Beneficiary Survey and at least one reminder) that were sent out to the participants.

The Beneficiary Survey link was emailed to the participants (proof needs to be uploaded)

**✘ No**

*There is no information available yet*

At least one reminder was emailed to the participants (proof needs to be uploaded)

**✘ No**

*There is no information available yet*

No validation result available

The Edit details pop-up window appears:

## 6.4. Beneficiary survey

The applicant hereby confirms that they have emailed out the link of Beneficiary Survey to the participants, and sent a reminder (cf. Article 22 of the EGF Regulation). Please upload a copy of the emails (link to the Beneficiary Survey and at least one reminder) that were sent out to the participants.

The Beneficiary Survey link was emailed to the participants (proof needs to be uploaded)

Yes  No 1

**B I U**     0 0  
chars words

2

At least one reminder was emailed to the participants (proof needs to be uploaded)

Yes  No 1

**B I U**     0 0  
chars words

2

3



2. Enter or select the following information:

- (1) Tick the tick boxes.
- (2) Enter the text in the text boxes provided.
- (3) Click on **SAVE** to save the information.

## 7 Information, communication and publicity

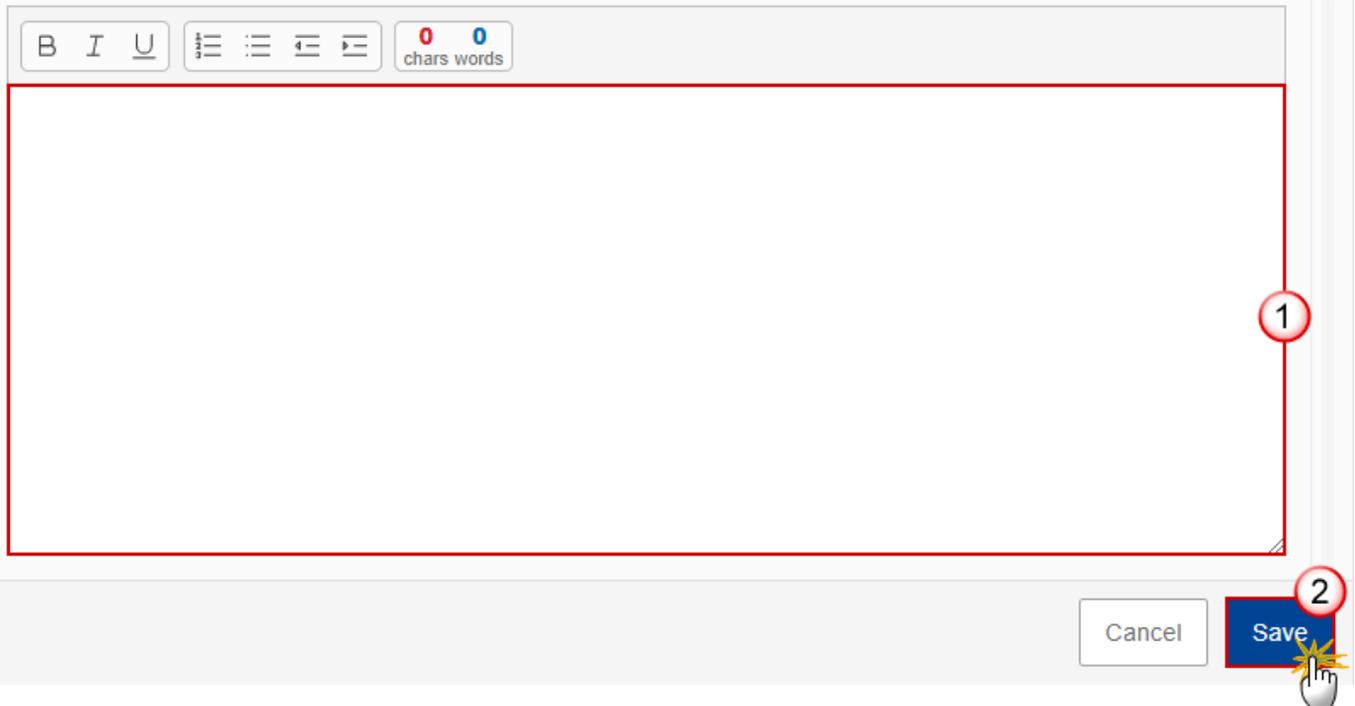
1. Click on the **EDIT** button to add the information:

The screenshot displays a user interface for a 'FINAL REPORT'. On the left is a 'Table of Contents' sidebar with a search bar and a list of sections: General, Final report (with a red icon), 2 Implemented actions, 3 Beneficiaries of actions, 4 Main outcomes, 5 Equal opportunities and non-discrimination, 6 Complementarity and compliance, 7 Information, communication and publicity (highlighted with a blue bar and a refresh icon), 8 Management and financial control, 9 Audit opinion, and Statement justifying expenditure (with a red icon). At the bottom of the sidebar, it says 'No validation result available'. The main content area is titled 'FINAL REPORT' and shows the selected section '7. Information, communication and publicity' with an information icon. Below the title is a descriptive paragraph: 'Description of the specific activities that the Member State carried out in order to provide information on and publicise the funded actions, including the mechanisms used to highlight the role of the Community and ensure that the contribution from the EGF is visible. Please refer to examples of publicity materials, articles, etc. which you will attach in annex.' To the right of this text is an 'Edit' button with a pencil icon, which is highlighted by a red rectangular box. Below the text is a large empty box containing the message 'There is no information available yet'.

The Edit details pop-up window appears:

## 7. Information, communication and publicity

Description of the specific activities that the Member State carried out in order to provide information on and publicise the funded actions, including the mechanisms used to highlight the role of the Community and ensure that the contribution from the EGF is visible. Please refer to examples of publicity materials, articles, etc. which you will attach in annex.



The screenshot shows a web form for entering information. The form has a text area with a red border, a toolbar with formatting options (B, I, U, list, indent, outdent), and a character/word count box. A red circle with the number 1 is on the right side of the text area. Below the form are 'Cancel' and 'Save' buttons. A red circle with the number 2 is on the 'Save' button, with a mouse cursor clicking it.

2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

## ***8 Management and financial control***

### **8.1 Detail of changes**

#### ***8.1.1 Organisation***

1. Click on the **EDIT** button to add the information:

Table of Contents

FINAL REPORT → 8. Management and financial control of the assistance → 8.1. Please detail any changes in the managemen...

8.1.1. The organisation of the managing and paying authorities and intermediate bodies, of the management and control systems in place in these authorities and bodies ⓘ [Edit](#)

*There is no information available yet*

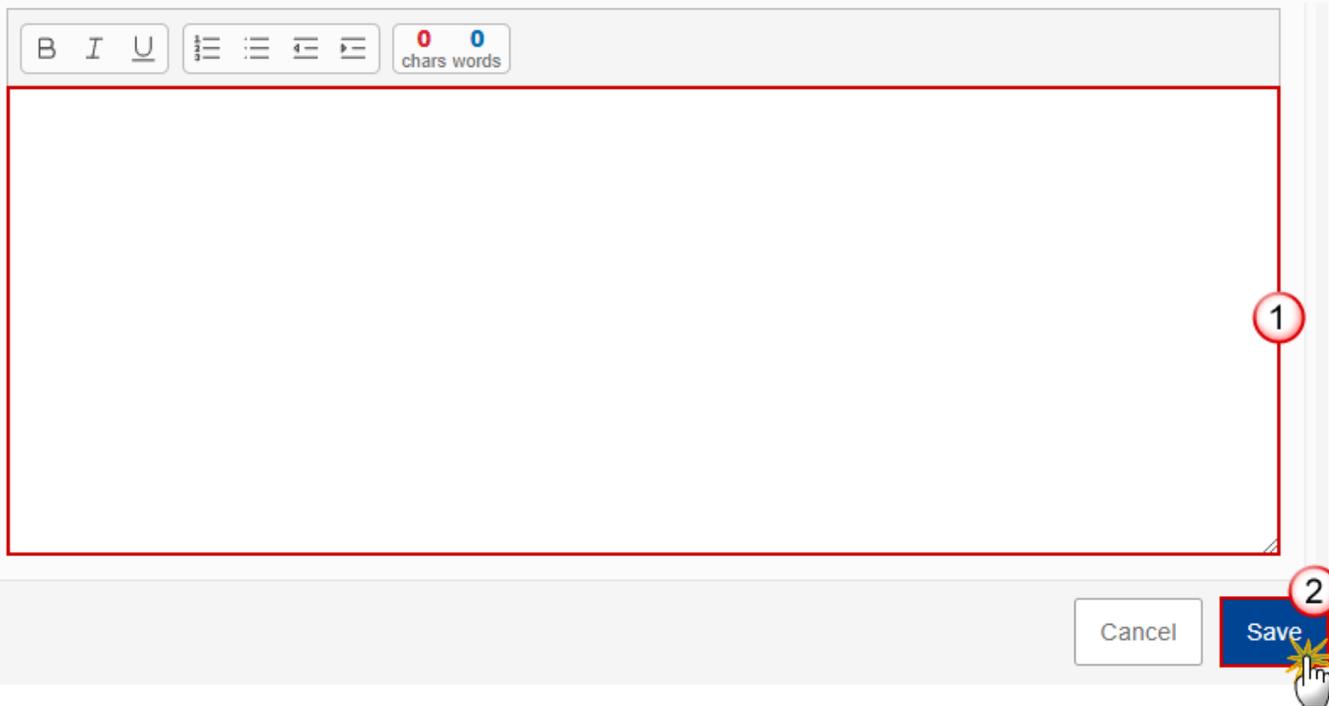
Table of Contents (Left Panel):

- General
- Final report
- 2 Implemented actions
- 3 Beneficiaries of actions
- 4 Main outcomes
- 5 Equal opportunities and non-discriminatory
- 6 Complementarity and compliance
- 7 Information, communication and public relations
- 8 Management and financial control
  - 8.1 Detail of changes
    - 8.1.1 Organisation
    - 8.1.2 Functions vested
    - 8.1.3 Allocation of functions
    - 8.1.4 Procedures
    - 8.1.5 Provisions and timetable
    - 8.1.6 Arrangements for irregularities
  - 8.2 Irregularities detected
- 9 Audit opinion
- Statement justifying expenditure

No validation result available

The Edit details pop-up window appears:

### 8.1.1. The organisation of the managing and paying authorities and intermediate bodies, of the management and control systems in place in these authorities and bodies



1

2

Cancel Save

2. Enter the following information:

(1) Enter the text in the text box provided.

(2) Click on **SAVE** to save the information.

### **8.1.2 Functions vested**

1. Click on the **EDIT** button to add the information:

Table of Contents < FINAL REPORT → 8. Management and financial control of the assistance → 8.1. Please detail any changes in the managemen...

Q Type to filter TOC ^ v

- + General
- Final report
- + 2 Implemented actions
- + 3 Beneficiaries of actions
- + 4 Main outcomes
- 5 Equal opportunities and non-discriminatory
- + 6 Complementarity and compliance
- 7 Information, communication and public relations
- 8 Management and financial control
  - 8.1 Detail of changes
    - 8.1.1 Organisation
    - 8.1.2 Functions vested
    - 8.1.3 Allocation of functions
    - 8.1.4 Procedures
    - 8.1.5 Provisions and timetable
    - 8.1.6 Arrangements for irregularities
  - 8.2 Irregularities detected
- 9 Audit opinion
- Statement justifying expenditure

No validation result available

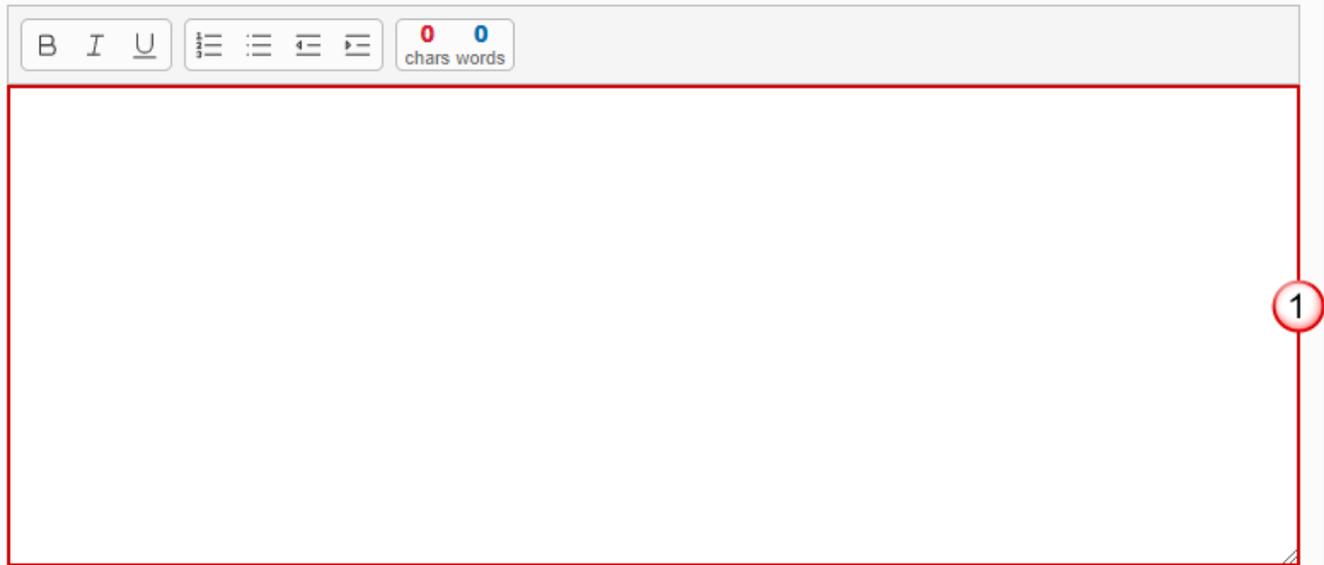
### 8.1.2. The functions vested in them

Edit

*There is no information available yet*

The Edit details pop-up window appears:

## 8.1.2. The functions vested in them



The image shows a rich text editor interface. At the top, there is a toolbar with buttons for Bold (B), Italic (I), Underline (U), bulleted list, numbered list, decrease indent, and increase indent. To the right of the toolbar, there are two counters: 'chars' with a red '0' and 'words' with a blue '0'. Below the toolbar is a large, empty text box with a red border. A red circle with the number '1' is positioned on the right side of the text box. At the bottom right of the text box, there is a small icon of a hand pointing to the corner.

Cancel

Save 

2. Enter the following information:

(1) Enter the text in the text box provided.

(2) Click on **SAVE** to save the information.

### ***8.1.3 Allocation of functions***

1. Click on the **EDIT** button to add the information:

Table of Contents <

FINAL REPORT → 8. Management and financial control of the assistance → 8.1. Please detail any changes in the manage...

Type to filter TOC

- General
- Final report
- 2 Implemented actions
- 3 Beneficiaries of actions
- 4 Main outcomes
- 5 Equal opportunities and non-discrimina
- 6 Complementarity and compliance
- 7 Information, communication and publici
- 8 Management and financial control
  - 8.1 Detail of changes
    - 8.1.1 Organisation
    - 8.1.2 Functions vested
    - 8.1.3 Allocation of functions
    - 8.1.4 Procedures
    - 8.1.5 Provisions and timetable
    - 8.1.6 Arrangements for irregulari
  - 8.2 Irregularities detected
- 9 Audit opinion
- Statement justifying expenditure

No validation result available

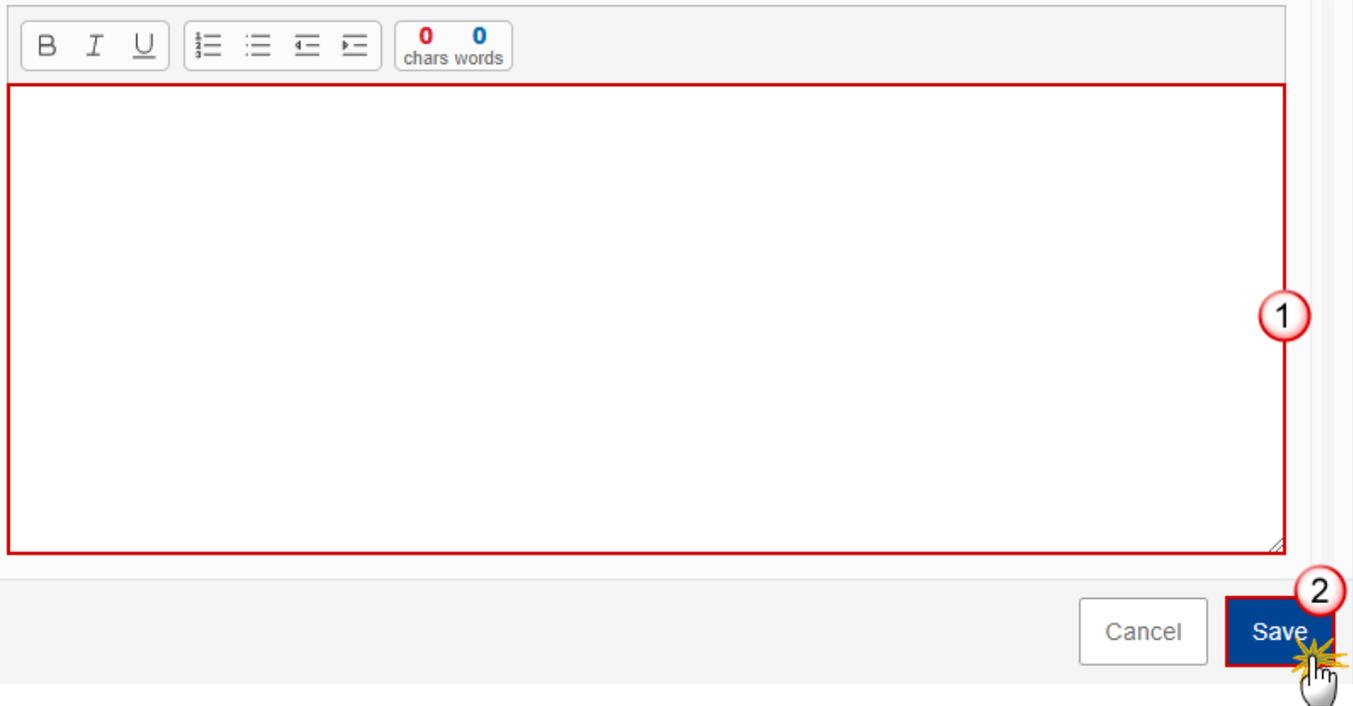
8.1.3. The allocation of functions between or within their departments, including between the managing and paying authority where they are the same body

Edit

There is no information available yet

The Edit details pop-up window appears:

### 8.1.3. The allocation of functions between or within their departments, including between the managing and paying authority where they are the same body



The screenshot shows a web form with a text input area. The form has a header bar with a toolbar containing icons for Bold (B), Italic (I), Underline (U), bulleted list, numbered list, indent left, and indent right. To the right of the toolbar is a character and word count section showing '0' for characters and '0' for words. The main text area is a large empty rectangle with a red border. A red circle with the number '1' is positioned at the bottom right corner of this text area. Below the text area, there are two buttons: a white 'Cancel' button and a blue 'Save' button. A red circle with the number '2' is positioned above the 'Save' button, and a mouse cursor is clicking on it.

2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

#### **8.1.4 Procedures**

1. Click on the **EDIT** button to add the information:

Table of Contents <

FINAL REPORT → 8. Management and financial control of the assistance → 8.1. Please detail any changes in the manage...

Q Type to filter TOC

- + General
- Final report
- + 2 Implemented actions
- + 3 Beneficiaries of actions
- + 4 Main outcomes
- 5 Equal opportunities and non-discrim
- + 6 Complementarity and compliance
- 7 Information, communication and pu
- 8 Management and financial control
  - 8.1 Detail of changes
    - 8.1.1 Organisation
    - 8.1.2 Functions vested
    - 8.1.3 Allocation of functions
    - + 8.1.4 Procedures
    - 8.1.5 Provisions and timetab
    - 8.1.6 Arrangements for irregu
  - 8.2 Irregularities detected
- 9 Audit opinion
- Statement justifying expenditure

No validation result available

8.1.4. The procedures by which claims for reimbursement of expenditure are received, verified, and validated, and by which payments to beneficiaries are authorised, executed and accounted for

Edit

*There is no information available yet*

The Edit details pop-up window appears:

8.1.4. The procedures by which claims for reimbursement of expenditure are received, verified, and validated, and by which payments to beneficiaries are authorised, executed and accounted for



B I U 0 0  
chars words

1

Cancel Save

2

2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

### **8.1.5 Provisions and timetable**

1. Click on the **EDIT** button to add the information:

Table of Contents <

FINAL REPORT → 8. Management and financial control of the assist... → 8.1. Please detail any changes in the mana...

8.1.5. The provisions and timetable for the verification of management and control systems ⓘ [Edit](#)

*There is no information available yet*

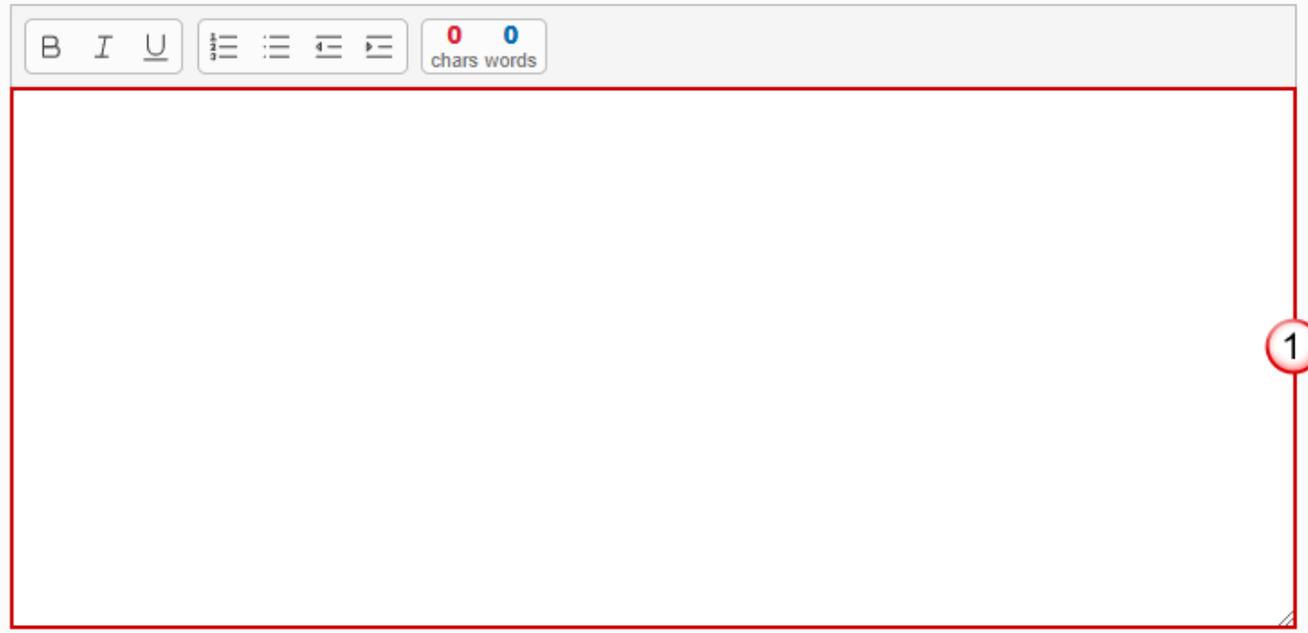
Type to filter TOC

- General
- Final report ⓘ
  - 2 Implemented actions
  - 3 Beneficiaries of actions
  - 4 Main outcomes
  - 5 Equal opportunities and non-discrimination
  - 6 Complementarity and compliance
  - 7 Information, communication and publicity
  - 8 Management and financial control
    - 8.1 Detail of changes
      - 8.1.1 Organisation
      - 8.1.2 Functions vested
      - 8.1.3 Allocation of functions
      - 8.1.4 Procedures
      - 8.1.5 Provisions and timetable
      - 8.1.6 Arrangements for irregularities
    - 8.2 Irregularities detected
  - 9 Audit opinion
  - Statement justifying expenditure ⓘ

No validation result available

The Edit details pop-up window appears:

### 8.1.5. The provisions and timetable for the verification of management and control systems



The image shows a text editor interface. At the top, there is a toolbar with icons for Bold (B), Italic (I), Underline (U), Bulleted List, Numbered List, Indent Left, Indent Right, and a character/word count section showing 0 characters and 0 words. Below the toolbar is a large, empty text box with a red border. A red circle with the number 1 is positioned on the right side of the text box, indicating the first step in the process.



The image shows two buttons: a white 'Cancel' button and a blue 'Save' button. A red circle with the number 2 is positioned above the 'Save' button, and a mouse cursor is pointing at it, indicating the second step in the process.

2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

### ***8.1.6 Arrangements of irregularities***

1. Click on the **EDIT** button to add the information:

Table of Contents <

FINAL REPORT → 8. Management and financial control of the ass... → 8.1. Please detail any changes in the man...

Type to filter TOC

- General
- Final report
- 2 Implemented actions
- 3 Beneficiaries of actions
- 4 Main outcomes
- 5 Equal opportunities and non-discrimination
- 6 Complementarity and compliance
- 7 Information, communication and publicity
- 8 Management and financial control
  - 8.1 Detail of changes
    - 8.1.1 Organisation
    - 8.1.2 Functions vested
    - 8.1.3 Allocation of functions
    - 8.1.4 Procedures
    - 8.1.5 Provisions and timetable
    - 8.1.6 Arrangements for irregularities
  - 8.2 Irregularities detected
- 9 Audit opinion
- Statement justifying expenditure

No validation result available

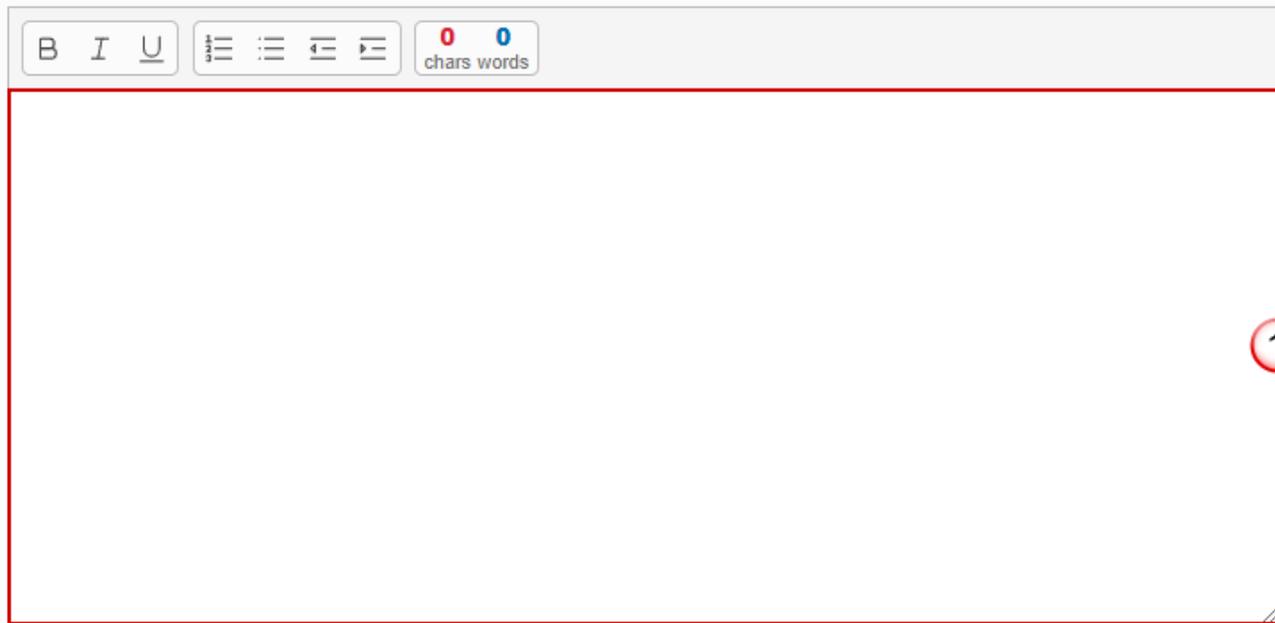
8.1.6. The arrangements for preventing, detecting and correcting irregularities as defined in Article 72 of Regulation (EC) No 1083/2006 and recovering as well as reimbursing amounts unduly paid together with interest on late payments in accordance with the same Article

[Edit](#)

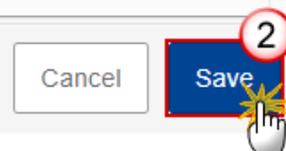
*There is no information available yet*

The Edit details pop-up window appears:

8.1.6. The arrangements for preventing, detecting and correcting irregularities as defined in Article 72 of Regulation (EC) No 1083/2006 and recovering as well as reimbursing amounts unduly paid together with interest on late payments in accordance with the same Article 



The image shows a text editor interface. At the top, there is a toolbar with icons for Bold (B), Italic (I), Underline (U), Bulleted List, Numbered List, Decrease Indent, and Increase Indent. To the right of the toolbar are two counters: 'chars' with a red '0' and 'words' with a blue '0'. Below the toolbar is a large, empty text box with a red border. A red circle with the number '1' is positioned on the right side of the text box, indicating the first step in the process.



The image shows two buttons: a white 'Cancel' button and a blue 'Save' button. A red circle with the number '2' is positioned above the 'Save' button, and a mouse cursor icon is pointing to the 'Save' button, indicating the second step in the process.

2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

## 8.2 Irregularities detected

1. Click on the **EDIT** button to add the information:

Table of Contents <

FINAL REPORT → 8. Management and financial control of the assistance

8.2. Details of any irregularities detected, specifying the nature of the irregularity, EGF amount concerned, date of notification to OLAF as well as the outcome, including details of any recoveries made ⓘ

[Edit](#)

*There is no information available yet*

No validation result available

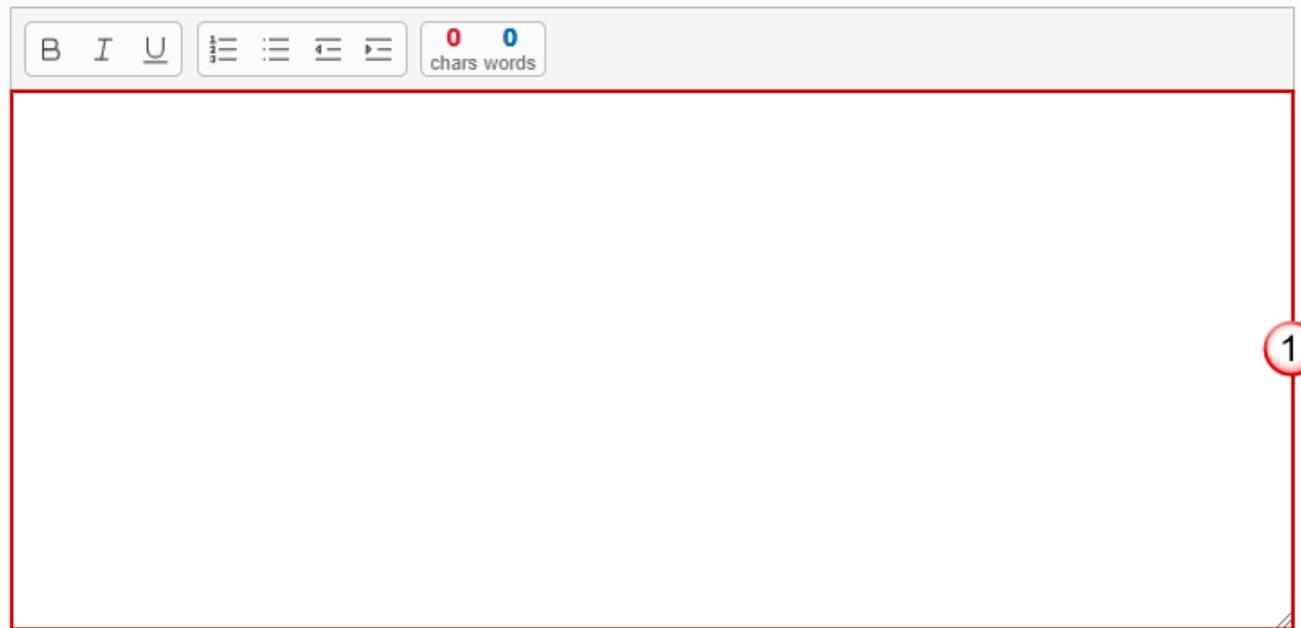
Table of Contents

Type to filter TOC

- General
- Final report
- 2 Implemented actions
- 3 Beneficiaries of actions
- 4 Main outcomes
- 5 Equal opportunities and non-discrimination
- 6 Complementarity and compliance
- 7 Information, communication and publicity
- 8 Management and financial control
  - 8.1 Detail of changes
    - 8.1.1 Organisation
    - 8.1.2 Functions vested
    - 8.1.3 Allocation of functions
    - 8.1.4 Procedures
    - 8.1.5 Provisions and timetable
    - 8.1.6 Arrangements for irregularities
  - 8.2 Irregularities detected
- 9 Audit opinion
- Statement justifying expenditure

The Edit details pop-up window appears:

8.2. Details of any irregularities detected, specifying the nature of the irregularity, EGF amount concerned, date of notification to OLAF as well as the outcome, including details of any recoveries made ⓘ



The image shows a rich text editor interface. At the top, there is a toolbar with icons for Bold (B), Italic (I), Underline (U), Bulleted List, Numbered List, Decrease Indent, and Increase Indent. To the right of the toolbar, there are two counters: '0 chars' and '0 words'. Below the toolbar is a large, empty rectangular text box with a red border. A red circle with the number '1' is positioned at the bottom right corner of the text box, indicating where to enter text.

Cancel

Save

2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

## 9 Audit opinion

|             |  |
|-------------|--|
| <b>NOTE</b> | Section 9 is only editable when the “Opinion by the audit authority” (FR.OPI) is not yet uploaded. When the MS do not intend to upload such document, an explanation has to be provided. |
|-------------|--|

1. Click on the **EDIT** button to add the information:

The screenshot displays the 'FINAL REPORT' interface. On the left, a 'Table of Contents' sidebar lists various sections, with '9 Audit opinion' highlighted. The main content area shows the text for '9. Audit opinion', which includes a definition of the audit opinion and a message indicating that the opinion has not been uploaded. An 'Edit' button is visible in the top right corner of the main content area.

The Edit details pop-up window appears:

## 9. Audit opinion

Stating whether (a) the information is properly presented, complete, accurate, and give a true and fair view; (b) the expenditure is legal, regular, and was used for its intended purpose; (c) the control systems put in place function properly. The audit opinion also includes a summary of the final audit report and of controls carried out, including information on the nature and extent of errors and weaknesses identified in systems, as well as corrective action taken or planned.

The audit opinion is not yet uploaded. Please upload in the document section or explain why it cannot be uploaded \*

**B** *I* U           0 0  
chars words

1

Cancel

2  
Save 

2. Enter the following information:

- (1) Enter the text in the text box provided.
- (2) Click on **SAVE** to save the information.

## Statement justifying expenditure

|             |   |
|-------------|---|
| <b>NOTE</b> | <p>The Member State, the Sign Date, the e-Signature and the Amount are automatically populated by the system. The Amount is the sum of the Total Cost (EGF &amp; National Co-financing) of Measures (Section 2.1.1) and Activities (Section 2.2.1).</p> <p>The underlined fields are editable and mandatory.</p> <p>The max lengths for the editable fields <i>Certifier</i>, <i>Position</i> and <i>Organisation</i> are 256 characters.</p> |
|-------------|---|

1. Click on the **EDIT** button to add the information:

The screenshot shows a web interface for a 'STATEMENT JUSTIFYING EXPENDITURE'. On the left, a 'Table of Contents' sidebar is visible, with 'Statement justifying expenditure' selected. The main content area contains the following text:

I, [ Certifier ], representing the certifying authority designated by **Italy**, hereby certify that all eligible expenditure included in the attached statement, representing the contributions of the European Globalisation Adjustment Fund for Displaced Workers and national public and/or private funding, and paid as the assistance has progressed, was paid in respect of operations that were carried out after [ DD/MM/YYYY ] and before [ DD/MM/YYYY ] and amounts to: **14**

I also certify that operations were implemented in accordance with the objectives laid down in the decision and with the provisions of Regulation (EU) No 2021/691 of the European Parliament and of the Council of 28 April 2021 on the European Globalisation Adjustment Fund for Displaced Workers (2021-2027) and repealing Regulation (EU) No 1309/2013 (hereinafter called "the EGF Regulation"), in particular as regards:

1. Compliance with the provisions of the Treaty and instruments adopted under it and with Community policies, in particular the rules on competition, the award of public contracts, the elimination of inequalities, and the promotion of equality between men and women,
2. Application of management and control procedures to the assistance, in particular to verify the delivery of the products and services co-financed and the reality of expenditure claimed, and to prevent, detect and correct irregularities, pursue fraud, and recover unduly paid amounts (Article 23 of the Regulation)

An 'Edit' button is highlighted in the top right corner of the page.

The Edit details pop-up window appears:

## STATEMENT JUSTIFYING EXPENDITURE

I,  representing the certifying authority designated by **Italy**, hereby certify that all eligible expenditure included in the attached statement, representing the contributions of the European Globalisation Adjustment Fund for Displaced Workers and national public and/or private funding, and paid as the assistance has progressed, was paid in respect of operations that were carried out after  [ DD/MM/YYYY ] and before  [ DD/MM/YYYY ] and amounts to: **14**

I also certify that operations were implemented in accordance with the objectives laid down in the decision and with the provisions of Regulation (EU) No 2021/691 of the European Parliament and of the Council of 28 April 2021 on the European Globalisation Adjustment Fund for Displaced Workers (2021-2027) and repealing Regulation (EU) No 1309/2013 (hereinafter called "the EGF Regulation"), in particular as regards:

1. Compliance with the provisions of the Treaty and instruments adopted under it and with Community policies, in particular the rules on competition, the award of public contracts, the elimination of inequalities, and the promotion of equality between men and women,
2. Application of management and control procedures to the assistance, in particular to verify the delivery of the products and services co-financed and the reality of expenditure claimed, and to prevent, detect and correct irregularities, pursue fraud, and recover unduly paid amounts (Article 23 of the Regulation)

In accordance with Article 23(8) of the Regulation, the supporting documents are and will continue for a minimum period of three years following the winding up of the financial contribution by the Commission

I certify that:

1. The statement of expenditure is accurate and results from accounting systems based on verifiable supporting documents
2. The statement of expenditure and the application for payment take account of any recoveries made, when relevant, revenue accruing to operations financed under the assistance and interest income
3. Details the underlying transactions are recorded on paper and, where possible, on computer files and are available on request to the Commission departments responsible

Date: *[Not signed yet]*

Name: **Certifier**

Position:

Organisation (full name and address):

e-signature: *[Not signed yet]*

Cancel

Save 

2. Enter the following information:

- (1) Enter values in the underlined fields.
- (2) Click on **SAVE** to save the information.

|               |   |
|---------------|---|
| <b>REMARK</b> | When modifying one of the items of the Statement justifying expenditure, the signature of the signer and the signing date for the Statement justifying expenditure will be removed and a new sign action by the Certifying Authority or the Management Authority on the Statement justifying expenditure will have to be performed before sending to the Commission is allowed. |
|---------------|---|

## Sign Statement justifying expenditure

|               |  |
|---------------|--|
| <b>REMARK</b> | <p>The signature is required before the Final Report can be validated and sent to the Commission.</p> <p>To sign the Statement justifying expenditure, the User must have the role of <b>MS Managing Authority</b> or <b>MS Certifying Authority</b> with <b>Update</b> rights (<b>MSMAu</b> or <b>MSCAu</b>).</p> <p>At the highest Member State Node, the Final Report version is in status <b>OPEN</b> or <b>SENT</b>.</p> <p>At a lower Member State Node, the Final Report version is in status <b>OPEN</b>, <b>READY TO SEND</b> or <b>SENT</b>.</p> <p>The Final Report version currently resides on the User's Node and the Statement justifying expenditure signature does not yet exist.</p> |
|---------------|--|

1. Click on the **SIGN STATEMENT** button to sign the Statement justifying expenditure:

OPEN [Sign final report] **[Sign statement]** [Validate] [More]

GENERAL

Version information ⓘ [Edit]

| CCI             | Version | Last modified     | Current node | OPEN |
|-----------------|---------|-------------------|--------------|------|
| 2021IT05EGFA001 | 1.0     | 25/04/2024, 11:04 | Italy        |      |

2. Click on **CONFIRM** to confirm the signing of the Statement justifying expenditure. For completing this action, the User will be redirected to the EU Login signature page:

### Sign statement justifying expenditure

**i** For performing this action, you will be redirected to EU Login, where you will be guided through the signature process. After that, you will be redirected back to SFC.

| CCI                    | Version    | Last modified            | Current node | OPEN |
|------------------------|------------|--------------------------|--------------|------|
| <b>2021IT05EGFA001</b> | <b>1.0</b> | <b>25/04/2024, 11:04</b> | <b>Italy</b> |      |

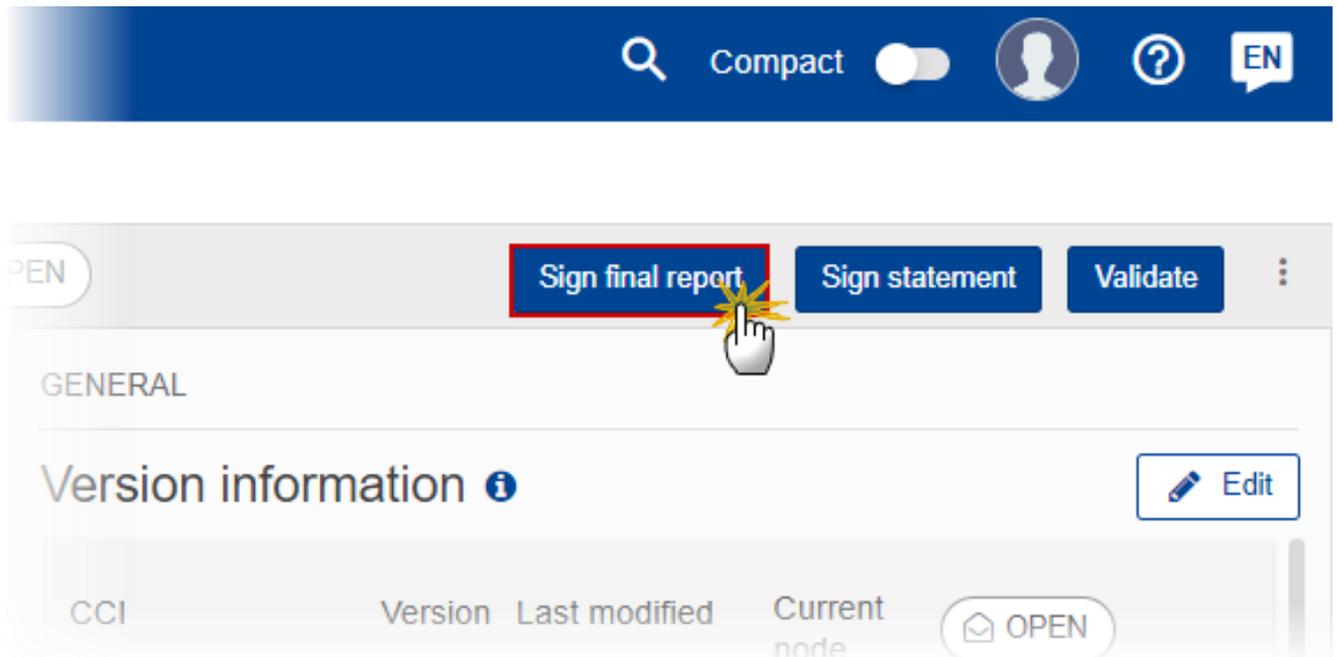
[Cancel] **[Confirm]**

On success, the Statement justifying expenditure is signed and the User's account name and signing date is logged in the system. The status of the Final Report version is not changed.

## Sign the Final Report

|               |   |
|---------------|---|
| <b>REMARK</b> | <p>The signature is required before the Final Report can be validated and sent to the Commission.</p> <p>To sign the Final Report, the User must have the role of <b>MS Managing Authority</b> with <b>Update</b> rights (<b>MSMAu</b>).</p> <p>At the highest Member State Node, the Final Report version is in status <b>OPEN</b> or <b>SENT</b>.</p> <p>At a lower Member State Node, the Final Report version is in status <b>OPEN</b>, <b>READY TO SEND</b> or <b>SENT</b>.</p> <p>The Final Report version currently resides on the User's Node and the signature does not yet exist.</p> |
|---------------|---|

1. Click on the **SIGN FINAL REPORT** button to sign the Final Report:



2. Click on **CONFIRM** to confirm the signing of the Final Report. For completing this action, the User will be redirected to the EU Login signature page:

## Sign final report



For performing this action, you will be redirected to EU Login, where you will be guided through the signature process. After that, you will be redirected back to SFC.

CCI

Version

Last modified

Current node

OPEN

2021IT05EGFA001

1.0

26/04/2024, 14:23

Italy

Cancel

Confirm

On success, the Final Report is signed and the User's account name and signing date is logged in the system. The status of the Final Report version is not changed.

## Validate the Final Report

|               |  |
|---------------|--|
| <b>REMARK</b> | <p>The Final Report can be validated <b>at any time</b>, when the current version is in status <b>OPEN</b> and resides at the User's Node.</p> <p>To validate the Final Report, the User must have the role of <b>MS Managing Authority</b> with <b>Update</b> or <b>Send</b> rights (<b>MSMAu/s</b>).</p> |
|---------------|--|

Click on the **VALIDATE** button to validate the Final Report:

FR list 2021IT05EGFA001 - 1.0

1.0 IT 26/04/2024, 14:27 OPEN Validate

Table of Contents < GENERAL

Version information ⓘ Edit

| CCI             | Version | Last modified     | Current node |
|-----------------|---------|-------------------|--------------|
| 2021IT05EGFA001 | 1.0     | 26/04/2024, 14:27 | Italy OPEN   |

Title  
EGF/2021/002/ IT Air Italy

Commission decision number  
C(2021)7602 ↗

Commission decision date  
28/10/2021

Name of the Member State  
Italy

29 All results 27 Passed 0 Warning 2 Error

|               |  |
|---------------|--|
| <b>REMARK</b> | An <b>ERROR</b> will block you from sending the Final Report. The error(s) should be resolved and the Final Report must be revalidated. Note that a <b>WARNING</b> does not block you from sending the Final Report. |
|---------------|--|

The system validates the following information:

| Code | Severity       | Validation Rule   |
|------|----------------|---|
| 001  | <b>ERROR</b>   | Validate that at least one official in charge of the Member State exists.   |
| 002  | <b>ERROR</b>   | Validate that the CCI code matches the following regular expression: (.....05EGFA...) (Implicit in web).  |
| 003  | <b>ERROR</b>   | Validate that all integral documents have at least one attachment with a length > 0.  |
| 004  | <b>WARNING</b> | Validate in the version information that the authority information (name and address) is not different from the information in A.2 of the linked EGF application version. |
| 005  | <b>ERROR</b>   | Validate that in Section 2.1.1, the sum of the total cost for workers of  |

|     |              |   |
|-----|--------------|---|
|     |              | measures categorised under categories belonging to Art.7(2)(b) is smaller than 35% of the total cost for workers of all measures.   |
| 006 | <b>ERROR</b> | Validate in section 2.4.2 that the date on which personal services to workers commenced is before the date they ended.  |
| 007 | <b>ERROR</b> | Validate in section 2.4.2 that the start and end date of the period of personalised services to workers is not empty.   |
| 008 | <b>ERROR</b> | Validate in section 2.5.2 that the date on which activities commenced is before the date they ended.  |
| 009 | <b>ERROR</b> | Validate in section 2.5.2 that the start and end date of the period of activities is not empty.   |
| 010 | <b>ERROR</b> | Validate in section 2.8 when the default EGF fund contribution per a given MS is used that the MS defined EGF contribution is empty (implicit in web).  |
| 011 | <b>ERROR</b> | Validate in section 2.8 when the default EGF contribution is not used that the MS defined EGF contribution is greater than 0% and less than the MS maximum co-financing rate (implicit in web).                               |
| 012 | <b>ERROR</b> | Validate in section 3.1 for the total number of workers who actually benefitted from assistance, that the totals per breakdown category 'Gender', 'Age group', 'Category of workers' and 'Education attainment' are the same. |
| 013 | <b>ERROR</b> | Validate in section 3.5 that the total assisted workers per total, men, women and non-binary are equal to the total assisted workers per total, men, women and non-binary in section 3.1.                                     |
| 014 | <b>ERROR</b> | Validate in section 3.1 that the number of men per breakdown category 'Age group' and 'Education attainment' are equal to the total number of men in the breakdown category 'Gender'.   |
| 015 | <b>ERROR</b> | Validate in section 3.1 that the number of women per breakdown category 'Age group' and 'Education attainment' are equal to the total number of women in the breakdown category 'Gender'.                                     |
| 016 | <b>ERROR</b> | Validate in section 3.1 that the number of non-binary per breakdown category 'Age group' and 'Education attainment' are equal to the total number of non-binary in the breakdown category 'Gender'.                           |
| 017 | <b>ERROR</b> | Validate in section 3.1 for categories 'Age group' and 'Education attainment', that the number of men is not empty if the total number of   |

|     |                |   |
|-----|----------------|---|
|     |                | workers is not empty and greater than 0, doesn't exceed the total number of workers.  |
| 018 | <b>ERROR</b>   | Validate in section 3.1 for categories 'Age group' and 'Education attainment', that the number of women is not empty if the total number of workers is not empty and greater than 0, doesn't exceed the total number of workers.  |
| 019 | <b>ERROR</b>   | Validate in section 3.1 for categories 'Age group' and 'Education attainment', that the number of non-binary is not empty if the total number of workers is not empty and greater than 0, doesn't exceed the total number of workers.   |
| 020 | <b>ERROR</b>   | Validate in section 3.5 for 'Employed', 'Of which self-employed', 'Unemployed', 'Inactive', 'Of which in education or training' and 'Other', that the number of men, women and non-binary are not empty if the respective number of workers is not empty and don't exceed the respective number of workers. |
| 021 | <b>ERROR</b>   | Validate when section 3.4 is no that 3.4.1 is not empty.  |
| 022 | <b>ERROR</b>   | Validate in the statement justifying expenditure, that the certifier, the after and before dates, the position and the organisation are not null.   |
| 023 | <b>ERROR</b>   | Validate in the statement justifying expenditure, that the actions carried out after date is <= the actions carried out before date.  |
| 024 | <b>ERROR</b>   | Validate that the text fields 2.3, 2.4.1, 2.4.3, 2.4.4, 2.5.1, 2.5.3, 2.6, 2.7, 3.2, 3.3, 3.6, 4.1, 4.2, 5, 6.1, 6.2, 6.3, 7, 8.1.1, 8.1.2, 8.1.3, 8.1.4, 8.1.5, 8.1.6, 8.2 have all been filled in.  |
| 025 | <b>ERROR</b>   | Validate when on highest member state node, that the final report is signed by a managing authority user.   |
| 026 | <b>WARNING</b> | Validate when not on highest member state node, that the final report is signed by a managing authority user.   |
| 027 | <b>ERROR</b>   | Validate when on highest member state node, that the statement justifying expenditure is signed by a certifying authority user.   |
| 028 | <b>WARNING</b> | Validate when not on highest member state node, that the statement justifying expenditure is signed by a certifying authority user.   |
| 029 | <b>WARNING</b> | Validate that the opinion by the audit body (FR.OPI) document is uploaded in the system.  |

|     |              |  |
|-----|--------------|--|
| 030 | <b>ERROR</b> | Validate that a 'Copy of the invitation to participate in the Beneficiary Survey' (FR.CBS) is uploaded in the system.  |
| 031 | <b>ERROR</b> | Validate in section 6.4 that both tick-boxes are ticked.   |
| 032 | <b>ERROR</b> | Validate in section 2.4.2 that the declared start date for measures is not earlier than the start of the eligibility period for measures as declared in the linked EGF Application version information section.  |
| 033 | <b>ERROR</b> | Validate in section 2.4.2 that the declared end date for measures is not later than the end of the eligibility period for measures as declared in the linked EGF Application version information section.  |
| 034 | <b>ERROR</b> | Validate in section 2.5.2 that the declared start date for activities is not earlier than the start of the eligibility period for activities as declared in the linked EGF Application version information section.  |
| 035 | <b>ERROR</b> | Validate in section 2.5.2 that the declared end date for activities is not later than the end of the eligibility period for activities as declared in the linked EGF Application version information section.  |
| 036 | <b>ERROR</b> | Validate in the statement justifying the expenditure that the declared start date of eligibility is not earlier than the earliest start of the eligibility period for measures and activities as declared in the linked EGF Application version information section. |
| 037 | <b>ERROR</b> | Validate in the statement justifying the expenditure that the declared end date of eligibility is not later than the latest end of the eligibility period for measures and activities as declared in the linked EGF Application version information section.         |
| 038 | <b>ERROR</b> | Validate that a 'Copy of the reminder to participate in the Beneficiary Survey' (FR.CBSR) is uploaded in the system.   |
| 039 | <b>ERROR</b> | Validate in section 2.1.1 that 'Number of workers assisted' and 'Total cost' are not null.   |
| 040 | <b>ERROR</b> | Validate in section 2.2.1 that 'Actual total cost' is not null.  |
| 041 | <b>ERROR</b> | Validate in section 3.1 that 'Number of workers who actually benefitted from the assistance' is not null.  |

|     |              |   |
|-----|--------------|---|
| 042 | <b>ERROR</b> | Validate in section 3.7 that the total assisted workers per total, men, women and non-binary are equal to the total assisted workers per total, men, women and non-binary in section 3.1.   |
| 043 | <b>ERROR</b> | Validate in section 3.7 for 'Employed', 'Of which self-employed', 'Unemployed', 'Inactive', 'Of which in education or training' and 'Other', that the number of men, women and non-binary are not empty if the respective number of workers is not empty and don't exceed the respective number of workers. |
| 044 | <b>ERROR</b> | Validate in section 3.8, that the number of men, women and non-binary are not empty if the total is not empty and don't exceed the total.   |

An example of a validation window:



You can check the list of validation results at any time throughout the Final Report:

To see the last validation results:

- (1) Click on one of the 4 categories: *All results*, *Passed*, *Warning*, *Error*.
- (2) The list of latest validation results for the chosen category is displayed.

After all errors have been resolved the status of the Final Report becomes **VALIDATED**.

## Prepare Final Report for send to EC

|               |  |
|---------------|--|
| <b>REMARK</b> | <p>The Prepare for Send can occur when a User on the <b>highest MS Node</b> wants to indicate that the Final Report version can be prepared for sending to the Commission, once the <b>VALIDATION ERRORS</b> have been removed and the status is <b>VALIDATED</b> or <b>SENT</b>.</p> <p>To prepare the send of the Final Report, the User must have the role of <b>MS Managing Authority</b> with <b>Update</b> or <b>Send</b> rights (<b>MSMAu/s</b>).</p> |
|---------------|--|

1. Click on the **PREPARE FOR SEND TO EC** button to prepare to send the Final Report to the Commission:

Compact    

  IT  10/05/2022, 14:59  VALIDATED  **Prepare for send to EC** 

GENERAL

Version information   Edit

The system will ask you to confirm the send action:

### Prepare to send final report

 This action will generate a snapshot document in a couple of minutes. After this has been done you will be able to send this object to the Commission.

| CCI             | Version | Last modified     | Current node |  VALIDATED |
|-----------------|---------|-------------------|--------------|---|
| 2021IT05EGFA001 | 1.0     | 26/04/2024, 14:36 | Italy        |   |

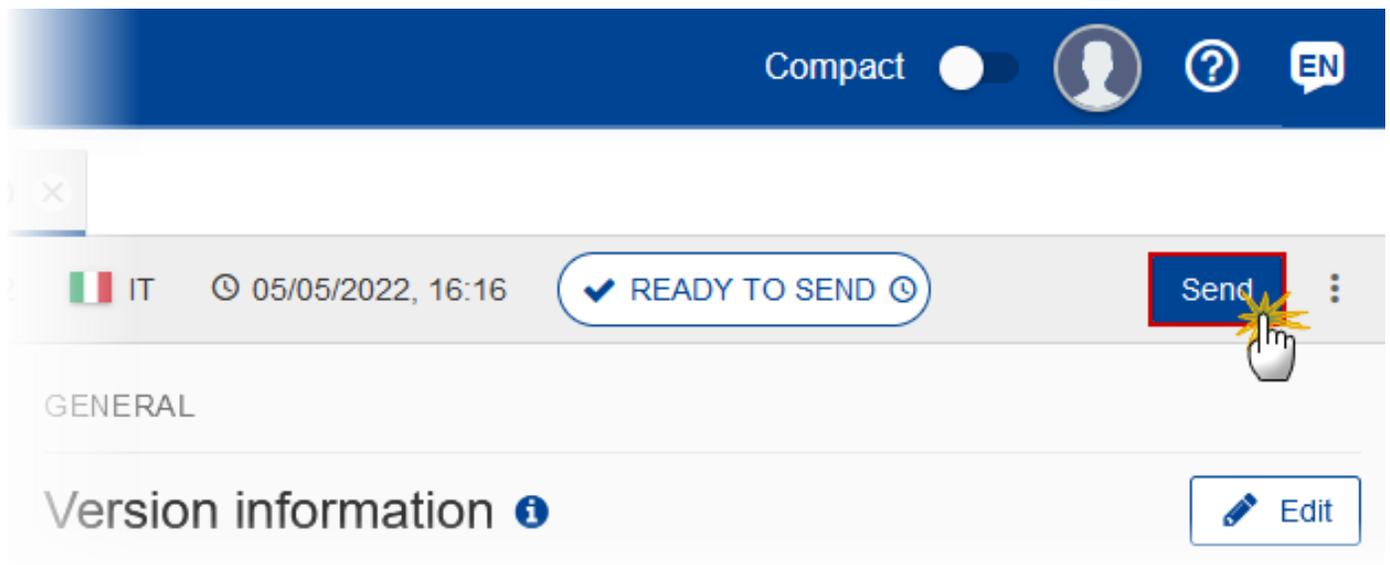
2. Click on **CONFIRM** to confirm.

The status of the Final Report is set to **PREPARING FOR SEND TO EC**.

## Send the Final Report

|               |  |
|---------------|--|
| <b>REMARK</b> | <p>The Final Report can only be sent once the <b>VALIDATION ERRORS</b> have been removed and the status is <b>READY TO SEND</b> OR <b>SENT</b>.</p> <p>The "<b>4 eyes principle</b>" must be respected. Therefore, the User sending must be different from the User who last validated.</p> <p>To send the Final Report, the User must have the role of <b>MS Managing Authority</b> with <b>Send</b> rights (<b>MSMAs</b>).</p> |
|---------------|--|

1. Click on the **SEND** button to send the Final Report to the Commission or to an upper Node:



The system will ask you to confirm the send action:

## Send final report



For performing this action, you will be redirected to EU Login, where you will be guided through the signature process. After that, you will be redirected back to SFC.

Please check for accuracy the generated snapshot before sending this object to the Commission.

CCI

Version

Last modified

Current node

✓ READY TO SEND

2021IT05EGFA001

1.0

26/04/2024, 14:58

Italy

Snapshot of data before send - it

Snapshot of data before send - en

Cancel

Confirm



2. Click on **CONFIRM** to confirm.

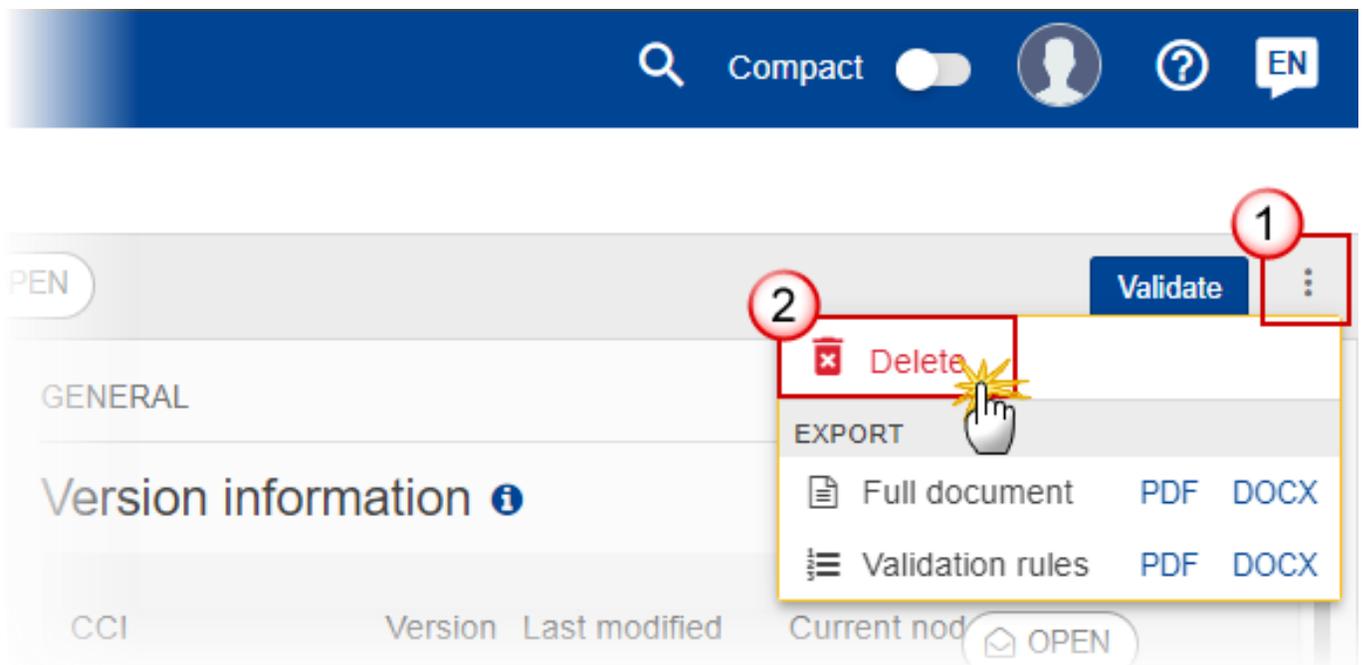
On success, the Final Report version has been sent to the Commission or to an upper Node. When sent, the status is set to **SENT**.

|               |   |
|---------------|---|
| <b>REMARK</b> | <p>When on the highest MS node, different versions of the generated “Snapshot before send” document will be available so that the sender can first verify what will be sent to the Commission:</p> <ul style="list-style-type: none"><li>• A version containing the untranslated content with the template in the Source language.</li><li>• When the Source language is different from English, a version containing the untranslated content with the template in English.</li><li>• When the Source language is different from English, a version containing a machine translation of the content in English with the template in English.</li></ul> |
|---------------|---|

## Delete the Final Report

|               |   |
|---------------|---|
| <b>REMARK</b> | <p>The Final Report can only be deleted when:</p> <ul style="list-style-type: none"><li>• it resides on the owner Node</li><li>• the status is <b>OPEN, VALIDATED, READY TO SEND</b> or <b>RETURNED BY MS FOR MODIFICATION</b></li><li>• it has <b>never been sent to the Commission</b> before</li><li>• it has <b>no sent documents attached</b>.</li></ul> <p>To delete the Final Report, the User must have the role of <b>MS Managing Authority</b> with <b>Update</b> rights (<b>MSMAu</b>).</p> <p>The delete is a physical delete and <b>cannot be recovered!</b></p> |
|---------------|---|

Follow the steps to remove the Final Report from the system:



1. Select the following:

- (1) Select the icon with 3 vertical dots.
- (2) Click on the **DELETE** button to remove the Final Report from the system.

The system will ask you to confirm the delete action:

## Delete final report



This action cannot be undone!

CCI

Version

Last modified

Current node

OPEN

2021IT05EGFA001

1.0

26/04/2024, 14:27

Italy

Cancel

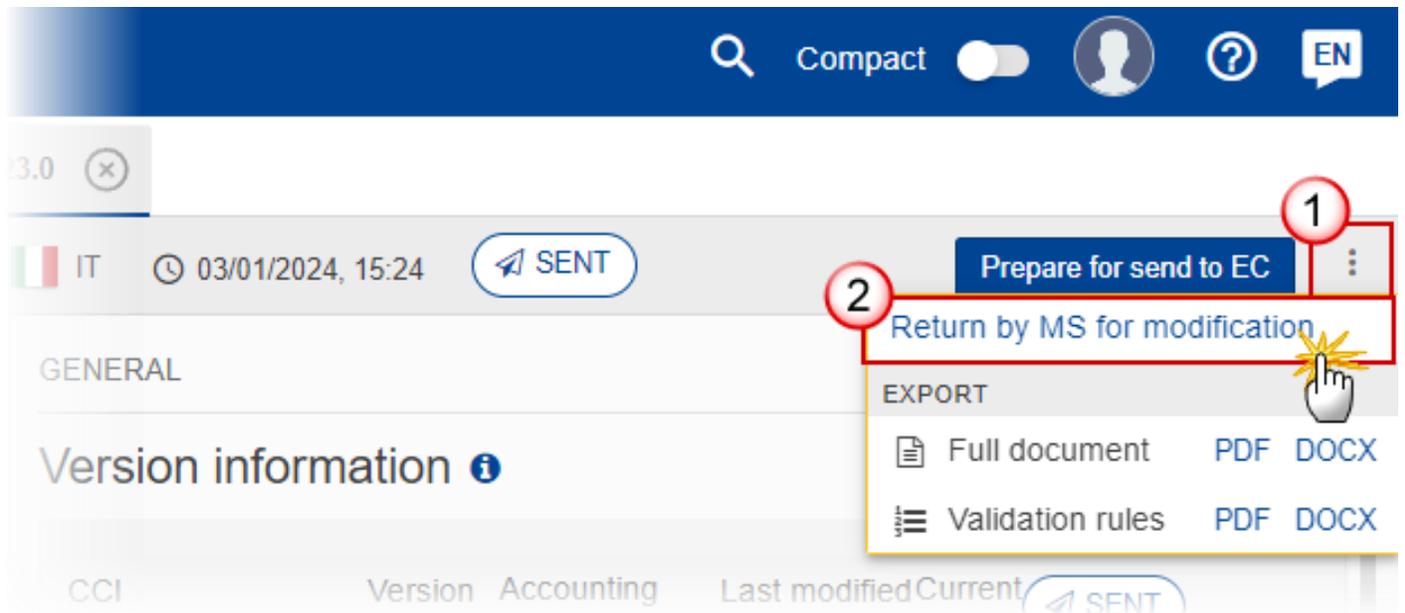
Confirm

2. Click on **CONFIRM** to confirm or click on **CANCEL** to return to the Final Report.

## Return the Final Report by MS for modification

|               |  |
|---------------|--|
| <b>REMARK</b> | <p>The Final Report can only be modified <b>when a lower Node exists</b> and the status is <b>SENT</b> (to a higher MS node), <b>OPEN</b>, <b>VALIDATED</b>, <b>READY TO SEND</b> or <b>RETURNED BY MS FOR MODIFICATION</b>.</p> <p>This action can be used when a User wants to return the Final Report version sent by the Member State/Region because it is incomplete or incorrect and needs to be modified.</p> <p>To return a Final Report version for modification, the User must have the role of <b>MS Managing Authority</b> with <b>Update</b> rights (<b>MSMAu</b>).</p> |
|---------------|--|

Follow the steps to return the Final Report by MS for modification:



1. Select the following information:

(1) Select the icon with 3 vertical dots.

(2) Click on the **RETURN BY MS FOR MODIFICATION** button to request modification from the lower Node.

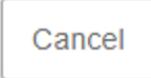
The system will ask you to confirm the return for modification:

## Return for modification for incomplete submission

| CCI             | Version | Last modified     | Current node |  |
|-----------------|---------|-------------------|--------------|---|
| 2021IT05EGFA001 | 1.0     | 26/04/2024, 15:35 | Italy        |   |

Reason for return \*

reason...

1. Enter the following information:

- (1) Enter the *Reason for return* in the text box provided.
- (2) Click on **CONFIRM**.

On success, the status of the Final Report will be changed to status **RETURNED BY MS FOR MODIFICATION** and the sender is notified of the action and its reason.

## Create new version of a Final Report

|               |   |
|---------------|---|
| <b>REMARK</b> | <p>A new version of the Final Report can only be created when the last version is in status <b>RETURNED BY EC FOR MODIFICATION</b>.</p> <p>To create a new version, the User must have the role of <b>MS Managing Authority</b> with <b>Update</b> rights (<b>MSMAu</b>).</p> |
|---------------|---|

1. Click on the **CREATE** button to create a new version of the Final Report:

RETURNED BY EC FOR MODIFICATION

Compact

Create

GENERAL

Version information ⓘ

| CCI | Version | Last modified | Current node |
|-----|---------|---------------|--------------|
|     |         |               |              |

RETURNED BY EC FOR MODIFICATION

The system will ask you to confirm the creation of a new version:

### Create new final report version

| CCI             | Version | Last modified     | Current node        |
|-----------------|---------|-------------------|---------------------|
| 2021IT05EGFA001 | 1.0     | 26/04/2024, 15:35 | European Commission |

RETURNED BY EC FOR MODIFICATION

Cancel Confirm

2. Click on **CONFIRM**.

On success, a new version of the Final Report has been created as a copy of the previous version, with a version number identical to the previous and a working version number incremented by one. Its status was set to **OPEN**.

The new version is linked to the latest adopted version of the EGF Application. If there are new measures added to the latest adopted version compared to the adopted version linked to the previous Final Report

version, then these new measures will be added to the new Final Report version. Measures that were deleted in the latest adopted Application version will remain present in the new Final Report.